

## OFFICE TRANSFER FORM

**Transfer Fee: \$20**

**PREVIOUS INFORMATION**

Name: \_\_\_\_\_

Member #: \_\_\_\_\_

Former Office: \_\_\_\_\_

Agent Email: \_\_\_\_\_

➤ \_\_\_\_\_  
 Signature of Former Broker

Effective Date: \_\_\_\_\_

**NOTICE TO SEVER (TERMINATE)**

Yes, I am terminating my membership with VCCAR and I am no longer affiliated with the company noted above.  
 (The \$20 fee does NOT apply to severing/termination.)

**NEW INFORMATION**

New Office: \_\_\_\_\_

MLS Office Code: \_\_\_\_\_

Address: \_\_\_\_\_

Office Phone #: \_\_\_\_\_

Agent Email: \_\_\_\_\_

Agent Mobile #: \_\_\_\_\_

Agent Home #: \_\_\_\_\_

➤ \_\_\_\_\_  
 Signature of New Broker

Effective Date: \_\_\_\_\_

**PAYMENT INFORMATION**

\_\_\_\_\_  
 Name as shown on card Phone

\_\_\_\_\_  
 Card Billing Address City State Billing Zip Code

American Express   Discover   Mastercard   Visa 

\_\_\_\_\_  
 Card Number Exp. Date CSC/CVC Code Billing Zip Code

\_\_\_\_\_  
 Signature \$ Total Charge

**FAX OR EMAIL YOUR COMPLETED APPLICATION TO: 805 981 2107 ASHLEY@VCREALTORS.COM**