



# EAST POLK COUNTY ASSOCIATION OF REALTORS, INC.

700 Avenue B, SW, Winter Haven, FL 33880-2832. Ph.: (863) 294-3163, Fax: (863) 299-5772; [www.epcar.com](http://www.epcar.com)

## Listing Transfer Request Form

This letter serves as request and authorization to transfer the below mentioned listing(s):

_____ MLS#	_____ Address	_____ MLS#	_____ Address
_____ Seller Signature	_____ Seller Signature	_____ Seller Signature	_____ Seller Signature

_____ MLS#	_____ Address	_____ MLS#	_____ Address
_____ Seller Signature	_____ Seller Signature	_____ Seller Signature	_____ Seller Signature

_____ MLS#	_____ Address	_____ MLS#	_____ Address
_____ Seller Signature	_____ Seller Signature	_____ Seller Signature	_____ Seller Signature

By signing the form all parties agree and give permission to EAST POLK COUNTY ASSOCIATION OF REALTORS® to transfer said listing(s). We also understand that in accordance with policy, **it may take up to 48 business hours from time of receipt to complete this request and may be longer depending on the number of listings.** (Must attach copy of new Listing Agreement)

_____ Agent Name	_____ Agent ID	
_____ Listing Office	_____ Office ID	
_____ Broker Printed Name	_____ Broker Signature	_____ Date
_____ Agent Name	_____ Agent ID	
_____ New Listing Office	_____ Office ID	
_____ New Broker Printed Name	_____ Broker Signature	_____ Date

Please return completed form to the EPCAR office. If agent is transferring to a new office, the agent transfer must be completed in MLS before listings can be transferred. PAYMENT TO EPCAR MUST BE SUBMITTED WITH COMPLETED FORM. (\$5/LISTING) **PLEASE ALLOW A MINIMUM OF 48 HOURS AFTER CONFIRMED RECEIPT OF APPLICATION FOR PROCESSING.**

***This form is intended for MLS administrative purposes only and is not intended to serve as an assignment of a contract. If you need legal advice regarding the status of a contract we recommend you contact an attorney.***