



**BAREIS MLS®**  
**Listing Transfer Form**

**\*\*The listing transfer process may take up to one full business day to complete. Listing agents will lose the ability to edit their listings during the transfer process\*\***

Please return to [dataentry@norcalmls.com](mailto:dataentry@norcalmls.com)

**From (Previous)**

Listing Agent: \_\_\_\_\_

Agent ID: \_\_\_\_\_

Listing Office: \_\_\_\_\_

Office ID: \_\_\_\_\_

**To (Current)**

Listing Agent: \_\_\_\_\_

Agent ID: \_\_\_\_\_

Listing Office: \_\_\_\_\_

Office ID: \_\_\_\_\_

**Reminder: Agent production is calculated based on your Agent ID, not your Office ID.**

**Which listings should be transferred? (Check all that apply)**

- All Coming Soon Listings       All Active Listings       All Contingent Listings       All Pending Listings  
 All Hold/Temp Off-Market Listings

**OR**

**If only certain listings are to be transferred, list the MLS #s of the listings to be transferred below:**

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Please Note:** When transferring listings, the MLS number, days on-market, and cumulative days on market will remain the same. The property history will also carry over to the new Agent ID / Office ID.

\_\_\_\_\_  
**Signature of Broker Authorizing the Release of Listings**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Signature of Broker Authorizing the Acceptance of Listings**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**



Questions? Contact us at:  
[dataentry@norcalmls.com](mailto:dataentry@norcalmls.com) or 707-575-8000

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