

GREATER LAS VEGAS ASSOCIATION OF REALTORS®

1750 E. Sahara Ave., Las Vegas, NV 89104

(702) 784-5000 fax (702) 732-1304

TRANSFER AND DROP NOTICE

Date \_\_\_\_\_

Please Check:  Broker  REALTOR®  Non-Member (Sales Person)

Member # \_\_\_\_\_ License # \_\_\_\_\_

Name (Last, First, MI) \_\_\_\_\_

Present Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ E - Mail \_\_\_\_\_

Preferred Mailing Address:  Home  Office

NOTE: Transfer/Drop Notices received after 5:00 p.m. Monday – Friday will not be processed until the following business day.

**DROPPED FROM (Drop, License returned to Division):**

Company Name \_\_\_\_\_ FIRM # \_\_\_\_\_ CODE \_\_\_\_\_

Office Address \_\_\_\_\_

Office Phone \_\_\_\_\_

I hereby acknowledge that I have notified the terminated licensee of this action pursuant to the provisions of NRS 645.

Broker Signature \_\_\_\_\_

**TRANSFER TO:**

COMPANY NAME: \_\_\_\_\_ FIRM # \_\_\_\_\_ CODE \_\_\_\_\_

Office Address \_\_\_\_\_

Office Phone \_\_\_\_\_ \*Broker Signature \_\_\_\_\_

\* Broker/Agent hereby authorizes GLVAR to release information regarding agent’s outstanding bill, if any, to new Broker if requested prior to final transfer to new Broker.

Note: Your GLVAR records will be updated **only** upon receipt of a copy of the receipt from the Nevada Real Estate Division showing your license transfer.

If transferring listings, have you submitted the “Listing Transfer Form”  Yes  No

Member of MLS or CLS or  Both Agent signature \_\_\_\_\_

**GLVAR Office Use Only:**

Lock Box Key Returned:  Yes  No ZipForms Access is transferred:  Yes  No

Delivered:  By Mail  Faxed  Broker-In Person  Agent-In Person  Runner

Received by \_\_\_\_\_ Date \_\_\_\_\_