Greater Idaho Falls Association of REALTORS®
Agent Status Change Form

(As of December 14, 2022)

INFORMATION:

Entering the information on the Idaho Real Estate Commission's website **OR** with any Multiple Listing Service (An "MLS") does **not** inform the Greater Idaho Falls Association of REALTORS® (The "Association") of a change and, therefore, does not allow for the Greater Idaho Falls Association of REALTORS® to accurately account for our members. Information provided to the Association will be changed in the National Association of REALTORS® Database and then will be disbursed to MLS' that subscribe to its database. Brokers are responsible for ensuring the accuracy and current status of their Agents with the Association. In the event of an Agent transfer, we **MUST** be notified by completing and signing this form to ensure that accurate records are maintained.

INSTRUCTIONS:

Notification of A Transfer or Brokerage Change of an Agent

It is required that when a REALTOR® changes Membership from one office to another that the Association be provided ***"written notification."***

"The designated broker shall notify the Association of any change in status… utilizing an 'Agent Status Change Form' which will be signed by the designated broker. Failure to make notification… will result in a $25 fine."

Name of Licensee: _____ (type it as it appears on the License)
License Number of Licensee: _____ Date of Change: _____
Association Membership Number (M1 or the NRDS #): _____
New or Updated Email Address: _____

CHANGE FROM (Complete only those items that will be changing)	**CHANGE TO** (Complete only those items that will be changing)
License Type: __ Sales Associate **Status:**__ Active __ Broker __ Inactive __ Assoc. Broker __ Provisional __ Designated Broker __ Other __ Branch Manager __ LFRO (Limited __ Licensed Assistant Function Referral Office) __ Change on a Team	**License Type:** __ Sales Associate **Status:**__ Active __ Broker __ Inactive __ Assoc. Broker __ Provisional __ Designated Broker __ Other __ Branch Manager __ LFRO (Limited __ Licensed Assistant Function Referral Office) __ Change on a Team
Firm Name:	Firm Name:
Designated Broker:	Designated Broker:
Team Name:	Team Name:
Team Leader:	Team Leader:
Brokerage Address:	Brokerage Address:
Brokerage City, State, Zip:	Brokerage City, State, Zip:
Brokerage Phone:	Brokerage Phone:

_____ _____ _____

Current/Releasing Broker / Date **New/Accepting Broker** / Date **Licensee (if available)** / Date

Submit this FORM to the Greater Idaho Falls Association of REALTORS® by email: gifar@gifar.org