



Listing Change Sheet for All Properties

GENERAL INFORMATION SECTION

(REQUIRED FOR ALL CHANGES)

Date: _____

Company Name: _____

GAMLS#: _____

Broker Code: _____

Property Address: _____

Phone: _____

Fax: _____

This addendum becomes part of the Exclusive Right to Sell Listing Contract between (Company Name) _____, (Broker) _____ and (Owner(s)) _____ and said provisions shall supersede any provisions of like or contradictory intent within the original contract.

TRANSFER SECTION

Releasing Company

Company Name: _____

Broker Code: _____

Owner's Signature Required

Releasing Broker's Signature Required

New Company

Company Name: _____

Broker Code: _____

Agent ID: _____

Accepting Broker's Signature Required

Transfers will be processed **only** after all the proper paper work is received by GAMLS which includes the transfer request signed by the releasing broker and the new listing agreement signed by the owner(s) and the new listing broker. **If the transferred listing is to be re-entered as new, with a new listing number, then it must be withdrawn first (Complete the Withdraw Section below only). There is no fee associated with this transfer process. The company the listing is being transferred to must be included with the reason for withdrawal.**

WITHDRAW SECTION

This shall authorize Georgia MLS (GAMLS) to assign a withdrawn status to the above referenced listing for the following reason(s): _____

Owner's Signature Required

Owner's Signature Required

Further I herein certify this listing is totally withdrawn from the market and does not actively appear in any other listing service. The Broker must initial this line to confirm _____ (Initial). GAMLS will bill **\$25 withdraw fee** to Broker's account. **DO NOT** accompany this form with a payment. If this listing is being withdrawn to be reentered with a new GAMLS company, a copy of the new listing agreement must be attached to avoid the \$25 withdraw fee.

Releasing Broker's Signature Required

| | | | | | |
|------------------------|---|---|---|---|---|
| W/D - Withdrawn | | | | | |
| OMD ^R | | | | | |
| | / | / | / | / | / |
| Off Market Date | | | | | |

R denotes required field

Mail or Fax one copy to:

GAMLS, 1414 Montreal Road, Tucker, Georgia 30084

Phone: 770-493-9000

Fax: 770-938-5660

