



# RESIGNATION FORM



## SECTION I

I hereby resign from (please check all that apply)

- Charlotte Regional Realtor® Association, Inc. (Go to Section II)
- Carolina Multiple Listing Services, Inc.
  - Member Participant (Go to Section III)
  - Subscriber (Go to Section II)

Reason for Resignation (Please check all that apply)

- Moving out of the area
- Health reasons
- Financial reasons
- Lack of professional support
- Lack of family support
- Lack of managerial support
- Other (please detail) \_\_\_\_\_

Were you in the business full time or part time? \_\_\_\_\_

## SECTION II

With my resignation from the Charlotte Regional Realtor® Association (if applicable), and/or Carolina Multiple Listing Services, Inc. (if applicable) I acknowledge that I relinquish my association membership and use of the professional designation "Realtor®" and any and all access to the MLS system.

I realize that in the event I reapply for membership to the Charlotte Regional Realtor® Association within one (1) year of the effective date listed below, I will not be required to attend orientation. The fees due from me at that time will be the full dues for the current year and a \$50 reinstatement fee. I also understand that should I re-initiate my MLS service within one year, I will be required to pay a \$250 start up fee for the service plus the quarterly fees due for that time period. I will not be required to attend MLS orientation.

I acknowledge that if I reapply **after one (1) year** from my effective resignation date, I will be required to attend all orientation classes and to pay all new applicant fees.

\_\_\_\_\_ Signature \_\_\_\_\_ Member/MLS # \_\_\_\_\_  
Print Name

\_\_\_\_\_ Date of Resignation \_\_\_\_\_  
Former Company

### SECTION III

#### **Resignation from the CarolinaMLS Only – Member Participant**

With my resignation from the Carolina Multiple Listing Services, Inc. I relinquish any and all access to the MLS system. I understand that I will no longer be able to access any MLS information.

#### **I ALSO UNDERSTAND THAT ANY ACTIVE AND AVAILABLE (RENTAL) LISTINGS REMAINING IN THE MLS AT THE TIME OF MY RESIGNATION WILL BE WITHDRAWN BY THE MLS.**

I realize that if I reinstate to the Multiple Listing Service (MLS) from the date of my resignation up to one (1) year, I will be required to pay a \$250 firm reactivation fee plus current quarterly MLS fees. After one (1) year the applicable initiation fee of \$600 will be charged to re-join MLS as the Member Participant plus the current quarterly service fees and the mandatory orientation.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Member/MLS #

\_\_\_\_\_  
Former Company

\_\_\_\_\_  
Date of Resignation

### SECTION IV – EXIT CHECKLIST

**\*\*\* All those resigning from the Association and/or MLS must complete this Exit Checklist.**

1. I currently have listings in the MLS: \_\_\_ Yes \_\_\_ No

If yes, please indicate if those listings have been transferred to another agent or withdrawn:  
\_\_\_\_\_

2. I have removed the lockboxes that I or my company owns from individual properties: \_\_\_ Yes \_\_\_ No  
\_\_\_ N/A

If yes, have you sold those boxes back to the Association/MLS? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, have you used the Association/MLS Lockbox Transfer form to transfer ownership of the lockbox(es) to another agent? \_\_\_\_\_ .Yes \_\_\_\_\_ No

#### Display Keyholders

3. I have returned my leased Supra Display Key to the Association/MLS. \_\_\_ Yes \_\_\_ No

If no, I understand that I must return my leased Supra key (including cradle, telephone or USB cable, and power cord) to the Association/MLS within two (2) weeks in order to receive my \$25 security deposit. Failure to return the product within two (2) weeks will result in forfeiture of my security deposit.

#### eKeyholders

4. I have completed paperwork to cancel my eKey service and automatic monthly charge. \_\_\_ Yes \_\_\_ No

If no, I understand that until I do so, Supra will continue to charge a monthly fee and that I will not receive a refund of any fees paid after I resign from the Association/MLS.