

Phone: 704-940-3110 Fax: 980-556-7803

Email: membership@carolinahome.com

SECTION I

I hereby resign from (please check applicable)

☐

Charlotte Regional Realtor® Association, Inc. (*Complete Section II*)

☐

Canopy MLS (*Complete Sections III & IV*)

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 this form, I am requesting to discontinue my membership with the **Charlotte Regional Realtor® Association**. I acknowledge and understand that in the event I re-apply for membership ***within two (2) years*** of the resignation date listed below, my membership will be *reinstated* with a \$50 reinstatement fee plus the current year annual dues and I will NOT be required to attend the New Member Orientation. Should I re-apply for membership ***after two (2) years*** from my effective resignation date, I will be required to attend the necessary New Member Orientation and will be required to pay all *new applicant* fees.

Further, I acknowledge and understand that, if I am completely discontinuing *any* association membership to the National Association of REALTORS®, I relinquish the use of the NAR trademark designation "REALTOR®".

Name (Print)

Member/MLS #

Signature

License #

Company/Firm

Date of Resignation

Fees subject to change based on current Board of Director's approved association fees.

SECTION III With this form, I am requesting to discontinue with the **Canopy MLS**.
(Please indicate applicable Canopy MLS status type):

- ☐ Member Participant (head-of-firm, discontinuing *Firm* _____)
- ☐ Subscriber (Previous Firm, no longer affiliated with: _____)

I acknowledge and understand that in the event I re-apply to the Canopy MLS **within two (2) years** of the resignation date listed below, my MLS access will be re-instated, I will have a re-instatement fee of \$50 plus the current quarterly fees and I will NOT be required to attend the Canopy MLS New Member Orientation. If re-instating a Firm with the Canopy MLS, there will also be a \$250 Firm Reactivation Fee.

Should I re-apply **after two (2) years** from my resignation date, I will be required to attend the necessary Canopy MLS New Member Orientation and be required to pay all new applicant fees. To re-establish a firm, the \$600 firm initiation fee will also be applicable. Further, with my resignation from the Canopy MLS, I relinquish any and all access to the MLS system.

I ALSO UNDERSTAND THAT ANY COMING SOON-NO SHOW, ACTIVE AND TEMPORARILY OFF MARKET LISTINGS REMAINING IN THE MLS AT THE TIME OF MY RESIGNATION WILL BE WITHDRAWN BY THE MLS.

Name (Print) _____	Member/MLS # _____
Signature _____	Date of Resignation _____

Fees subject to change based on current Board of Director's approved Canopy MLS fees.

SECTION IV – EXIT CHECKLIST All those resigning from the Canopy MLS must complete this Exit Checklist.

1. I currently have listings in the Canopy 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, company-owned lockboxes must be returned to the firm; for individually-owned lockboxes, you have the option to:
 - a. Sell back to the Association/Canopy MLS. If you choose this option, please bring to the association/ Canopy MLS offices.
 - b. Sell to another agent. If you choose this option, you must complete a *Lockbox Transfer form* and submit to Member Services and Accounting.
3. Supra / SentriKEY Keyholders
 - Supra DisplayKEY: I have returned my leased key products to the Association/Canopy MLS. ____ Yes ____ No
If no, I understand that I must return my leased Supra key (key, cradle and cradle cords) to the Association/ Canopy 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.
 - Supra eKEY (smartphone application): I understand that, if I have not previously cancelled my eKEY service with the Association/Canopy MLS, staff will automatically discontinue this service per my membership resignation and will cancel my monthly service plan with Supra (Basic \$16/month or Professional \$21.35).
 - SentriKEY: I understand that, if I have not previously cancelled by my SentriKEY service with the Canopy MLS, staff will automatically discontinue this service per my membership resignation. NOTE: SentriKEY cards are purchased; however, if you would like to re-cycle your SentriKEY product, please return to the association nearest you for Canopy MLS staff to pick up.
4. In the event you are due a Canopy MLS and/or Supra Key quarterly refund, please indicate your current mailing address for refund check to be sent (please allow 2-3 weeks):

Street/PO Box

City

State

ZIP