

Hello agent, here is the board change form for you to complete filling out and send on to your board. Please note this office location is strictly a Virtual office. This address shows up on your profile and shows you are a Local Agent not a San Antonio Agent. That is all it is there for.

That means **DO NOT PUT THIS ADDRESS ON ANY DOCS Do not use this address for Anything.**

No mail or checks or anything should be sent there. All Documents should have the following address. If you receive an offer from a buyers agent with our virtual office location. Please change that address to our main office below. Thanks

Texas Premier Realty
3834 Deerfield Dr.
San Antonio, TX. 78218



HAR Transfer Form

This form is to be signed by the NEW Broker at the time of transfer

Name of Agent _____ Date: _____

Agent's Public ID _____ Agent's TREC License. # _____

Agent's *New E-Mail* Address: _____

PREVIOUS Firm Name: _____

NEW: Firm Name Texas Premier Realty

Address: 5718 Westheimer # 1000

City: Houston Zip Code: 77057 Phone: 210-844-8683

Office MLS Broker Code: TPRR01

*Designated REALTOR signature: *Daryl Zipp*
*Broker of Firm

Transfer Fee:

HAR/MLS: **\$20.00** MLS Only Subscriber Agent (MOA) = \$10. 00.

- To pay by credit card, please pay online: www.har.com/dues; login, then click on: [Agent Account Info \(View/Pay Dues, MLS Fees\)](#) and pay your HAR \$20.00 Transfer fee.

MLS Quarterly Payment Account

- I am currently being invoiced by mail. I understand there is an Additional \$25.00 plus tax per Quarter Administration fee.
- PLEASE NOTE: *If* your MLS membership was inactivated, then your credit card was removed from your "Automatic Billing" account and must be updated for MLS quarterly auto pay.**

TREC License:

- I have transferred my salesperson's license *to* my new broker with TREC (www.trec.state.tx.us).

MLS Listings:

- I have submitted a "Transfer of Listing form" to transfer the listings I have processed to my new broker.
- I do not want to transfer any listing to my new broker.
- I do not have any listings to transfer.

Please fill out this entire form to ensure timely processing of Agent's transfer.

memberservices@har.com

Bay Area Branch

16903 Buccaneer Lane, Ste. 110 • Houston, TX 77058
(713) 629-1900 ext. 750 • Fax (713) 629-8878

Fort Bend Branch

6680 Greatwood Pkwy., Sugar Land, TX 77479
(713) 629-1900 ext. 700 • Fax (713) 629-8878

Montgomery County Branch

26710 I-45 North, Suite #C-500 • The Woodlands, TX 77386
(713) 629-1900 ext. 760 • Fax (713) 629-8878