



KINGS COUNTY BOARD of REALTORS® DROP FORM: MEMBERSHIP

Company Name: _____
(Please Print)

Broker's/Appraiser's/Affiliate's Name: _____
(Please Print)

Member Name to be Removed: _____
(Please Print)

Please verify by initialing below, what KCBOR Membership the member is being removed from. Use N/A if not applicable.

KCBOR MLS Membership: _____ Broker's/Appraiser's Initials

KCBOR REALTOR® Membership: _____ Broker's Initials

KCBOR Affiliate Membership: _____ Affiliate's Initials

 **Membership Drop Effective Date:** _____

Have all Active Taking Back-ups, Short Sale Taking Back-ups and Pending listings been moved to another member or taken off market, so this member can be taken out of the system or moved to another office?

Broker's Initials: _____

(Please note that a Member cannot be removed or moved until listings are properly moved or taken off market).

IMPORTANT:

Please email all Membership Drop forms to mls@kcbor.com prior to the beginning of the new semi-annual MLS billing cycle starting. If the drop form is not received by **December 31st** or **June 30th** the MLS Semi-Annual Dues amount will still be due for the member for the specific period billed.

**Affiliate's/Appraiser's/
Broker's Signature:** _____ **Date:** _____

Please note that all person(s) removed at the Brokers request will have to pay a \$125.00 reinstatement fee if joining MLS under the same office that dropped the membership. This fee will be in addition to any accrued dues. Dues are due in full before the Member will be able to have MLS access and a letter must be submitted from the Broker allowing the Member to return to having MLS access with KCBOR.