



# Addendum to FMLS Exclusive Right to Sell Listing Contract #116

Fax completed form (404) 255-8602

OR

email to listingagreements@fmls.com

Today's date (mm/dd/yyyy)

Broker code input boxes

Broker code

FMLS number input boxes

FMLS number

Property address

This addendum becomes part of the exclusive right to sell listing contract between:

Company name

Broker name

And (owner(s))

And said provisions shall supersede any provisions of like or contradictory intent within the original contract.

The following changes can only be entered by FMLS Staff. An \* indicates a required signature or information for processing.

**A. Withdrawal** of listing (\$25.00 will be billed to your office. **DO NOT send a check.**)

BY\*

BY

Broker's signature only

Signature of owner

**B. Other(Select One)**

Release of listing to another FMLS company

Contract void

Foreclosure

3rd party transfer

Other(provide details here):

BY\*

Broker's signature only

**All other changes should be made by the listing office. Paperwork is not required for changes made by the listing office.**



# 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 **If the transferred listing is to be re-entered as new, with a new listing number, then it must be withdrawn first (Complete the Withdraw Section below only).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*

<b>W/D - Withdrawn</b>									
OMD <sup>R</sup>									
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

