



**Canopy Realtor® Association / Canopy MLS
Company Merger/Acquisition Form**
Phone: (704) 940-3110 Fax: (980) 556-7803
Email: membership@canopyrealtors.com

Consent

When a firm participating in the Canopy MLS merges with (or acquires) another firm that participates in the Canopy MLS, the Designated Realtor® (DR) / Member Participant (MP) / BIC from each firm must sign consenting to the transaction.

Acquiring Firm: _____ Firm MLS ID: _____

DR/MP/BIC (print): _____ MLS Login ID: _____

Acquiring Firm DR/MP/BIC Signature: _____

Merged/Acquired Firm: _____ Firm MLS ID: _____

DR/MP/BIC (print): _____ MLS Login ID: _____

Merged/Acquired Firm DR/MP/BIC Signature: _____

Will the DR/MP/BIC of the *merged/acquired* firm be transferring to the *acquiring* firm? Yes No
(If "yes," please include with all other transferring licensees and listings on the page 2.)

Who will act as the DR/MP/BIC for the newly created entity? _____

Request for Canopy MLS to create a NEW firm record Yes No

If No, the "acquiring firm" will remain active, all licensees and listings will be moved from the "merged/acquired firm" to the "acquiring firm", and the "merged/acquired firm" will be closed as per this document.

If Yes, Firm Name (as established with the commission): _____

Address: _____

Firm Phone #: _____ Firm email: _____

Note: With this request,

- both the "acquiring firm" and "merged/acquired firm" records will be closed out by Canopy. All history will be saved as individual offices, separate from this newly created entity.
- ALL licensees and listings affiliated with *each* of these member firms will need to be included on the "Transferring of Agents and Listings" page of this document
- \$600 Firm Start-up fee is applicable

Transferring of Agents and Listings

- a. List all licensees transferring from the "Merged/Acquired" firm to the "Acquiring" firm on Page 2 of this document (make additional copies as needed)
- b. Licensees who are *not* transferring to the acquiring firm will need to complete the [Transfer Request Form](#) prior to the "merged/acquired" firm being closed by Canopy.
 - Include a copy of the real estate commission licensee removal notice with this document for any licensee who will *not* be remaining with the firm. If the licensee(s) have not submitted the *Transfer Request Form* prior to the processing of this document, Canopy will suspend the Subscriber's access as well as their Supra Key service (if applicable) until the form is received.
- c. Any listings that are not transferred to the acquiring firm will be withdrawn.

Additional Documentation

Please include the following documents:

- a. A copy of the company merger/acquisition agreement between the acquiring firm and the merging/acquired firm (if available)
- b. A copy of the letter to the real estate commission informing it of the company merger/acquisition
- c. Registration of the transaction with the secretary of state (if applicable)

Transferring Licensees and Listings

Agent Name	MLS Login	Current Office #	New Office #
Listings to be transferred:			
Category: <input type="checkbox"/> Single Family <input type="checkbox"/> Condo/Town House <input type="checkbox"/> Multi-Family <input type="checkbox"/> Lots/Acres/Farms			
<input type="checkbox"/> Commercial <input type="checkbox"/> Rentals			
Status: <input type="checkbox"/> Active <input type="checkbox"/> Under Contract-Show <input type="checkbox"/> Under Contract-No Show			
<input type="checkbox"/> Available (Rentals only) <input type="checkbox"/> Application Received (Rentals only)			
 <input type="checkbox"/> Transfer only the MLS#s indicated on page 3.			
New Listing Agent Name (if applicable)	New Listing Agent ID	New Office #	

Agent Name	MLS Login	Current Office #	New Office #
Listings to be transferred:			
Category: <input type="checkbox"/> Single Family <input type="checkbox"/> Condo/Town House <input type="checkbox"/> Multi-Family <input type="checkbox"/> Lots/Acres/Farms			
<input type="checkbox"/> Commercial <input type="checkbox"/> Rentals			
Status: <input type="checkbox"/> Active <input type="checkbox"/> Under Contract-Show <input type="checkbox"/> Under Contract-No Show			
<input type="checkbox"/> Available (Rentals only) <input type="checkbox"/> Application Received (Rentals only)			
 <input type="checkbox"/> Transfer only the MLS#s indicated on page 3.			
New Listing Agent Name (if applicable)	New Listing Agent ID	New Office #	

Agent Name	MLS Login	Current Office #	New Office #
Listings to be transferred:			
Category: <input type="checkbox"/> Single Family <input type="checkbox"/> Condo/Town House <input type="checkbox"/> Multi-Family <input type="checkbox"/> Lots/Acres/Farms			
<input type="checkbox"/> Commercial <input type="checkbox"/> Rentals			
Status: <input type="checkbox"/> Active <input type="checkbox"/> Under Contract-Show <input type="checkbox"/> Under Contract-No Show			
<input type="checkbox"/> Available (Rentals only) <input type="checkbox"/> Application Received (Rentals only)			
 <input type="checkbox"/> Transfer only the MLS#s indicated on page 3.			
New Listing Agent Name (if applicable)	New Listing Agent ID	New Office #	

Agent Name	MLS Login	Current Office #	New Office #
Listings to be transferred:			
Category: <input type="checkbox"/> Single Family <input type="checkbox"/> Condo/Town House <input type="checkbox"/> Multi-Family <input type="checkbox"/> Lots/Acres/Farms			
<input type="checkbox"/> Commercial <input type="checkbox"/> Rentals			
Status: <input type="checkbox"/> Active <input type="checkbox"/> Under Contract-Show <input type="checkbox"/> Under Contract-No Show			
<input type="checkbox"/> Available (Rentals only) <input type="checkbox"/> Application Received (Rentals only)			
 <input type="checkbox"/> Transfer only the MLS#s indicated on page 3.			
New Listing Agent Name (if applicable)	New Listing Agent #	New Office #	

Transfer only these listings. **(Note: Complete this section only if the box for "Transfer only the MLS#s indicated" on page 2 was checked):**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Co-listings. Provide the MLS#s for listings to be transferred that are co-listed.

Should the co-listing agent be removed from the listings? Yes No

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Canopy Realtor® Association / Canopy MLS Office Use Only:

_____ New Office Created (per request) / Start-up Fee collected

_____ Agents Transferred

_____ Listings Transferred