



**ADD/DROP FORM**

Please use this form to activate or inactivate an agent from an office. For any changes to personal information, please have the individual log into their GrowthZone Info Hub.

Date: \_\_\_\_\_ Office Name: \_\_\_\_\_ Location: \_\_\_\_\_

Name: \_\_\_\_\_ Add Drop

Nick Name (Optional): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

M1/NRDS NUMBER: \_\_\_\_\_

NC Real Estate License Number: \_\_\_\_\_

Preferred Email Address: (Required): \_\_\_\_\_

Personal Web Page Address: \_\_\_\_\_

**MLS Access** (Check One)

- Broker in Charge (Designated REALTOR®)
- Agent
- Staff (MLS Waiver Required)
- None (Property Management)

**Association Membership** (Check One)

- Primary Association
- Secondary Association
- Primary \_\_\_\_\_
- MLS Only

Signature: \_\_\_\_\_

*(Broker-in-Charge or Office Manager must authorize Roster change)*

Please email this form to Membership Services Director [karenp@outerbanksrealtors.com](mailto:karenp@outerbanksrealtors.com) or fax to (252) 441-7524.