



## TRANSFER OF LISTINGS AUTHORISATION FORM

Please complete in full and in block capitals. Fields marked by \* are mandatory

FROM: Agency Details		TO: Agency Details	
<b>From Agent ID:*</b> (6 Letter code located next to agency name in Agent Admin)	_____	<b>To Agent ID:*</b> (6 Letter code located next to agency name in Agent Admin)	_____
<b>From Company Trading Name:*</b>		<b>To Company Trading Name:*</b>	
<b>Agency Contact Name:*</b>		<b>Agency Contact Name:*</b>	
<b>Phone:*</b>		<b>Phone:*</b>	
<b>Email:*</b>		<b>Email:*</b>	
<b>XML/Bulk Uploader Name:*</b>		<b>XML/Bulk Uploader Name:*</b>	
<b>Transfer Start Date:*</b>			

**Please select which listings you agree to transfer:**

☐ Transfer **ALL** listings (this will transfer the entire stocklist, including sold listings) or select as appropriate below:

**Residential Listings**

- ☐ **ALL Residential Sales**  
☐ **Residential Home**  
☐ **Residential Land**  
☐ **Rental**  
☐ **Rural**  
☐ **New Homes**

**Sold Listings**

- ☐ **ALL Sold** listings  
☐ **Agent Specific** listings only\*  
☐ **ALL Commercial** listings  
☐ **Specific** listings only\*

\*please attach a list of realestate.com.au property ID's that you require to be transferred in an excel format

Date:

Date:

Name of Authorised Person: **Agent Admin User/Signatory on Contract**

Name of Authorised Person: **Agent Admin User/Signatory on Contract**

Signature of Authorised Person:

Signature of Authorised Person:

**IMPORTANT: PLEASE READ**

- By signing this form, you warrant that you have the authority to transfer listings on behalf of your agency.
- If you are the receiving agency, you acknowledge and agree to pay a once off transfer fee of \$100 + GST to transfer the listings as set out above.
- By signing this form, you are forming a binding agreement with realestate.com.au Pty Ltd. You acknowledge that the terms stipulated in this form and in the Terms and Conditions contained on our web site ([www.realestate.com.au/terms](http://www.realestate.com.au/terms)) form part of this Agreement and are legally binding upon you. No amendment to this form or the standard terms and conditions will be binding upon realestate.com.au Pty Ltd unless accepted in writing by an authorised signatory of realestate.com.au Pty Ltd. We reserve the right to amend the terms of the Agreement at any time. If signing on behalf of a company, you warrant that you are authorised to bind that company to this Agreement.

Please email completed form to [xmlsupport@realestate.com.au](mailto:xmlsupport@realestate.com.au)