

**CHANGE FORM – Designated Broker**

**SOMLS**

An SOMLS Participant (REALTOR® Offices only) may designate a REALTOR® who is in compliance with the Oregon Real Estate Agency’s requirements for supervising other licensees and who is affiliated with the Participant’s firm to represent and bind the Participant in all matters concerning SOMLS, including voting privileges and the eligibility to be an SOMLS Officer or Director as allowed in the SOMLS Bylaws, Article 4, Section B. Any such designation shall be in writing and in no way releases the Participant from the obligations and responsibilities defined in the SOMLS Bylaws, Article 4, Section A. The designee may thereafter be referred to as the “Designated Broker” by both SOMLS and the Participant.

**NOTE:** This form should ONLY be used when a Participant wishes to designate an individual as a Designated Broker on a permanent basis. If the designation is just for a certain period of time due to the Participant’s absence, DO NOT use this form, rather fax to SOMLS a copy of the Temporary Broker Authorization form that you would also send to the Real Estate Agency.

**Name** \_\_\_\_\_ **MLS Agent #** \_\_\_\_\_

**Office** \_\_\_\_\_ **Office Code** \_\_\_\_\_

**ADD**

This individual is authorized to act on behalf of the Participant for any SOMLS related matters for the above named firm.

**DELETE**

- This individual as a Designated Broker, but keep him/her in my firm as a REALTOR®.
- This individual from my firm.

**Signature(s)** (Both signatures are required to Add, only the Participant’s is required to Delete.):

\_\_\_\_\_  
Participant Date

\_\_\_\_\_  
Designated Broker Date

**SOMLS/RVAR Office Use Only:** RAP