

Use this form to update Associate information, such as password, email, mailing address or other contact information.

Instructions

1. Enter the information to identify the Associate.
2. Enter new information.
3. Print and sign.
4. Fax completed form to (303) 850-9637 or email to userform@metrolist.com.

ATTENTION: Some Associate information may also be updated.

Associate information

• Denotes required field

• Username <small>(6 character Code based on real estate license)</small>		Association Membership	
New password		<small>(6 - 12 characters long)</small>	
• First name	• Last name		
• Email	Website		
Mailing address		<small>(If different than office address)</small>	
City	State	ZIP	
• Direct Phone #	Cell Phone #	Agent Fax #	
Professional Designations			

Note:

- An Associate can change any information above. Updating the Office information section below requires the signature of the Participant.
- \$25 transfer fee may apply.

Office information

• Manage listings <small>(Broker load)</small>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<small>(Add or change listings)</small>
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For questions about this form, please contact Customer Support at (303) 850-9613, option 1.

• Associate signature	• Date
• Participant (Managing Broker) signature <small>(only if Office information was changed above)</small>	• Date