



CRMLS Buyer’s Agent Change Request Form (“BACR”)

Requests to modify a listing’s Buyer’s Agent information will only be considered when this fully completed form and supporting documentation are submitted to CRMLS. This form and accompanying documents can be submitted via email to compliance@crmls.org.

This form should NOT be completed by the Listing Office members, including the Listing Agent, Listing Broker, or Office Manager. Instead, email requests along with a copy of the executed purchase agreement to compliance@crmls.org or use the Compliance live chat for assistance.

Name of Requestor: _____
Listing MLS#: _____
Property Address: _____
Reason for Request: _____

Correct Buyer Agent Information:

Buyer Agent Name: _____
MLS ID: _____
Buyer Broker: _____
MLS ID: _____
Co-Buyer Agent: _____
MLS ID: _____
Co-Buyer Broker: _____
MLS ID: _____

Documentation Being Provided (Subject to MLS review and approval):

- Signed Purchase Agreement (RPA)
- Additional Agent Acknowledgement (AAA)
- Commission Instructions
- Other (Describe): _____

Listing Agent Information:

Listing Agent: _____
MLS ID: _____
Listing Broker: _____
MLS ID: _____

Please complete the required signatures on the following page

Signatures:

Date:

Listing Agent or Listing Broker: _____

Buyer Agent: _____

Buyer Broker: _____

Co-Buyer Agent: _____

Co-Buyer Broker: _____

Reminder: All required fields and supporting documentation must be attached and emailed to compliance@crmls.org. Requests missing signatures or documentation will be rejected. For faster processing, please include “BACR” in the email subject line.