



LFRO Certification Form

Limited Function Referral Office Certification

NORTH BAY ASSOCIATION OF REALTORS®

Designated REALTORS®: Please complete the following and return to the association office.

In accordance with Article IX Section 9.2.d of the Association's Bylaws, this will certify that the undersigned Designated REALTOR® (or their firm) has a direct or indirect ownership interest in an entity engaged exclusively in soliciting and/or referring clients and customers to the REALTOR® for consideration on a substantially exclusive basis and are not participants or subscribers in any Multiple Listing Service ("MLS").

This will also certify that all of the licensee(s) affiliated with that entity (list provided below) are solely engaged in referring clients and customers and are not engaged in listing, selling, leasing, renting, managing, counseling or appraising real property. The Designated REALTOR® (or appointed designee) shall notify the Association within three (3) days of any change in status of licensees in a referral firm.

Agent Name	License Number	Phone (mobile)	Email Address

(You may include additional names on a separate sheet)

The exemption for any licensee previously certified shall automatically be revoked upon the individual being engaged in real estate licensed activities (listing, selling, leasing, renting, managing, counseling, or appraising real property) other than referrals, or upon their joining an MLS, and dues for the current fiscal year shall be payable. Licensees whose LFRO exemption has been revoked may not reapply for a LFRO exemption until the following fiscal year.

Certified by (Designated REALTOR®):

_____	_____
Full Name	Date

Signature of Designated REALTOR®
(or appointed designee):

Signature

Name of Firm/Business/Office:

Phone:

Email:

