



Firm/BIC Change Form

Date of Change: _____

Name: _____

Current Firm: _____

Real Estate License #: _____ NRDS #: _____

Please check the appropriate box below to update your AMS/NRDS profile.

Office/Firm Change

Complete this section only if you have changed firms. Please provide updated information below.

Company Name: _____

Office Address: _____

Office Phone: _____ Office Fax: _____

Office Email Address: _____

Website: _____

Broker-In-Charge Signature: _____

Broker-In-Charge Change

Complete this section if your office has had a BIC Change. An update to NCREC must be completed prior to this form being processed. A membership application needs to be completed if the new BIC is transferring to JCAR from another Association.

Outgoing BIC Name: _____

New BIC Name: _____

Office NRDS#: _____

Broker-In-Charge Signature: _____

Cancellation of Membership

Effective Date of Membership Cancellation: _____

Broker-In-Charge Signature: _____

Please email this completed form to membership@jcar.realtor
Updates will be made to the JCAR AMS System and NRDS only. You must update your MLS(s) and the NC Real Estate Commission also.