



North Office
5605 Valley Belt Road
Independence, OH 44131

South Office
7110 Whipple Ave NW #D102
North Canton, OH 44720

Phone: (216) 485-4100
Fax: (216-) 485-4159
Membership@MLSNow.com

Office Change Form

(For Name Changes use the Office Name Change Form)

Office Address Change:

MLS Office ID: _____

New Office Address: _____

NOTE 1: A copy of office license reflecting the new office address must accompany this change form for processing.

Participating Broker's Signature _____ Date: _____

Office Phone and/or Fax Number Change:

MLS Office ID: _____

Telephone Number: _____ Fax Number: _____

Broker/Office Manager Signature _____ Date: _____

Office Email and/or Webpage Address:

MLS Office ID: _____

Office Email: _____ Web Page Address: _____

Broker/Office Manager Signature _____ Date: _____

Designate or Non-Designate an Office Manager:

Designating: ☐

Non-Designating: ☐

MLS Office ID: _____

Name: _____ MLS Now ID: _____

Participating Broker's Signature _____ Date: _____

NOTE 1: To add an Office Manager, they must have an MLS Now user ID and be in an active status with our MLS.

Email Change to Membership@MLSNow.com

Revised: 09/2025