



5605 Valley Belt Rd.  
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 Rev. 04/2026

**DESIGNATION OF AUTHORITY FOR WITHDRAWALS WITH RELEASE**

As Principal Broker for your Ohio brokerage, under license law [ORC 4735.081(C)] you have the authority to delegate certain duties to management level licensees in your brokerage, should you choose to do so.

As Broker Participant in MLS Now, approving withdrawals with release of your company’s listings in our system is one of the duties you may decide to delegate to one or more management level licensee (SALM or BRKM). If you do not wish to delegate this duty, no action is required.

To ensure that only management level licensees are executing this duty, and that it is done with the consent of the Principal Broker/Broker Participant, please provide the Quality Assurance department with the name(s) and license number(s) of your designee(s) for purposes of approving withdrawals with release of your company’s listings. This authorization will be kept on file; please update it as necessary with additions and/or deletions by emailing [DataIntegrity@mlsnow.com](mailto:DataIntegrity@mlsnow.com).

*NOTE: None of the duties of a Principal Broker may be delegated to an associate broker (BRKA).*

**Only the signature of the Broker Participant and/or the management level licensee(s) designated on this form will be accepted by MLS Now for the release of a listing. By signing below, the Broker Participant acknowledges the conditions, requirements, responsibilities, and penalties contained herein, and attests to and certifies that all licensees listed below are now designated to authorize the withdrawal with release of listings on behalf of and in the stead of the Broker Participant. Broker Participant will notify MLS Now promptly of updates to this list as they occur.**

**Certification:**

**Signer must be the MLS Broker Participant**

\_\_\_\_\_  
**Signature of MLS Participant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name of MLS Participant**

\_\_\_\_\_  
**Printed Company Name**

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 Designee Management Level Licensee

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 License Number

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 Designee Management Level Licensee

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 License Number

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 Designee Management Level Licensee

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 License Number

\*\* If designated more than five (5) management level licensees, please use additional form(s).