

**Contra Costa Association of REALTORS®**

**Limited Function Referral Office (LFRO) Certification Form**

**To Designated REALTORS®:** Please complete the following and return to the association office no later than \_\_\_\_\_.

In accordance with Article IX, Section 2 (b), of the association's bylaws, this will certify that the undersigned Designated REALTOR® (or his 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. This will also certify that all of the licensees 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, appraising, or arranging financing for real property.

(Please include agent's name and license #)

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The exemption for any licensee included on the certification form shall automatically be revoked upon the individual being engaged in real estate licensed activities (listing, selling, leasing, renting, managing, counseling, appraising, or arranging financing for real property) other than referrals, and dues for the current fiscal year shall be payable.

Certified by (Designated REALTOR®) \_\_\_\_\_ Date \_\_\_\_\_  
(print or type name)

Signature of Designated REALTOR® (or appointed designee) \_\_\_\_\_

Name of firm \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail address \_\_\_\_\_