

Use this form to request a new account for an External Admin.

Note: This form requires the signatures of the Participant and the Associate.

Instructions:

- Enter the information to identify the External Admin, Associate, and Office that the External Admin will be working on behalf of.
- Print and sign (Participant and Associate).
- Email completed form to support@recolorado.com.

External Admin Information

First Name*	Last Name*	
Email*	Mobile Phone*	
Mailing Address		
City	State	ZIP

Associate Information

First Name*	Last Name*	
Email*	Mobile Phone*	
Mailing Address		
City	State	ZIP
Office ID	Office Name	

Important Note: External Admin accounts will be billed to the admin at the administrative account rate of \$19 per month. Please be advised that each user requires unique login credentials. Sharing login credentials is not permitted. For questions about this form, please contact Customer Support at 303-850-9576, Option 1.

Participant

Associate

I have engaged External Admin to provide transaction coordination and other support services and by signing below I hereby authorize External Admin to utilize the MLS database on my behalf.

I understand that I am responsible for External Admin's use of the MLS database on my behalf.

I agree to promptly notify REcolorado if my engagement with External Admin terminates.

Associate Signature*	Associate Printed Name	Associate MLS ID*	Date *
Participant (Managing Broker) Signature*	Participant Printed Name	Participant MLS ID*	Date*