



CHANGE FEE \$20.00

**West Virginia Real Estate Commission
300 Capitol Street, Suite 400
Charleston, WV 25301
(p)304.558.3555; (f)304.558.6442
<https://rec.wv.gov>**

APPLICATION FOR CHANGE OF OFFICE ADDRESS

Broker's License Must be Returned ONLY with Main Office Address Change, not required for Branch Office.

I hereby notify the West Virginia Real Estate Commission of a change of office address, and request that my broker's license certificate be reissued for the new address below. Application shall be made to the Commission **within ten days** from the date of moving.

I. Company Name _____

Broker's Name _____

Broker's License Number: WV _____

Current Address _____

II. New Office Address _____

New Mailing Address (if different): _____

Business Phone Number: _____

Is this a Branch Office? Yes No

If Yes, please attach Branch Office License; not the Broker's license.

III. Effective Date of New Address _____

Signed _____

Broker's Signature