



PAPER PROCESSING FEE \$10.00*

OR

ONLINE PROCESSING FEE \$5.00

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>

CHANGE OF BROKER/LICENSE STATUS UPDATE

LICENSEE INFORMATION

Name _____ License No. _____
Phone No. _____ E-Mail _____
Mailing Address _____
(Street/PO Box) (City) (State) (Zip)

CHANGES THAT CAN BE MADE ONLINE (Online Change of Broker App) *

Change of Broker – (FEE \$20.00)

Skip the boxed in section below and see instructions on our website under "Forms."

Reactivate my license with new broker - (FEE \$20.00)

Complete the boxed in section below and obtain Broker's signature.

CHANGES THAT MUST BE EMAILED - wvrec@wv.gov

Reactivate my license with previous broker - (NO FEE)

Complete the boxed in section below and obtain Broker's signature.

Inactivate my license – (NO FEE)

Initial below, indicating you understand you:

_____ must renew your license while it is inactive, or it will be canceled.

_____ obtain your signed license and return it to the WVREC with this form.

- Attach a copy of the certificate(s) of completion for seven (7) hours of continuing education.
- Are you now or have you been within the past 12 months a party to any:
 - (1) Civil suit or proceeding arising out of any transaction involving real property, other than actions for eviction or for the collection of back rent, or, ☐ No ☐ Yes
 - (2) Criminal proceeding other than a misdemeanor traffic violation? ☐ No ☐ Yes

*If yes and you have not previously notified the Real Estate Commission, attach original court documents and all details. *

CERTIFICATION OF BROKER & LICENSEE

I hereby swear, that the statements and assertions made in this form and all its attachments are true, complete, and correct. I authorize the WVREC to investigate and confirm the information submitted in this application.

Signature of Applicant

Date

This is to certify the above-named applicant will be employed with the following company starting on _____.

Company Name: _____ Company-Branch #: _____ -- _____

Broker Signature