



PAPER PROCESSING FEE \$10.00

OR

ONLINE PROCESSING FEE \$5.00

West Virginia Real Estate Commission
2006 Quarrier Street
Charleston, WV 25311
304.558.3555
<https://rec.wv.gov>

CHANGE OF EMPLOYING BROKER/CHANGE OF OFFICE

INSTRUCTIONS:

- Transferring licensee shall submit, in writing, to his/her current broker they are seeking a transfer from the current responsible broker.
- Complete this form and upload to online application or return to the Commission with fees.
- The licensee shall obtain a copy of their signed license, signed and dated with the last date of employment from the current employing broker and return it with this form.
- If you are currently inactive, submit CE certificates totaling seven (7) hours of continuing education.

APPLICANT

- I. I hereby request to have my license reissued with the undersigned Broker, whose employ I will be entering.

Applicant's Name: _____ License #: _____

Email: _____ Phone: _____

I have submitted in writing that I am transferring and requested my signed license to submit with this application.

Applicant Signature

DATE

NEW BROKER

- II. This is to certify that the above named applicant will be employed with the following Broker starting on _____.
DATE

Broker Name: _____ Company # _____

Company Name: _____ Telephone: _____

Company Address: _____

New Employing Broker Signature

DATE