



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

LICENSE STATUS UPDATE

INSTRUCTIONS:

- If you are **activating** your license with your **previous broker**, fill out the form completely.
- If you are **activating** your license with a **new broker** you must fill out the Change of Employing Broker Form and obtain your signed license from your current broker. Then go to REC.WV.GOV to submit a Change of Employing Broker Request and pay the fee.
- If you are **inactivating** your license, fill in the first two section and email this form and your signed license to WVREC@WV.GOV

LICENSEE INFORMATION

Name _____ License No. _____

Phone No. _____ E-Mail _____

Mailing Address _____

(Street/PO Box)

(City)

(State)

(Zip)

Reactivate my license with previous broker - (NO FEE)

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 WVREC with this form.

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 ID-Branch ID #: _____ - _____

Employing Broker Signature

Date

