

**GEORGIA REAL ESTATE COMMISSION**  
ASCII Database File Order Form

**IMPORTANT – Please read before continuing:** This is a semicolon delimited ASCII (text) data file, not a program. You must have software capable of working with this type of data file in order to use it. Proprietary software used to manipulate this data file is not supported by the Commission.

**Only cashier's checks or money orders will be accepted. Personal checks or company checks will be returned unprocessed. No cash or credit cards. Orders submitted with incorrect payment type will be returned unprocessed.**

Once payment is received by the Commission there will be no refunds.

**PLEASE TYPE OR PRINT LEGIBLY**

<b>Name:</b>	
<b>Company Name:</b>	
<b>Address:</b>	
<b>City, State, Zip:</b>	
<b>Telephone Number:</b>	
<b>Email Address:</b>	

**Download Instructions will be sent to the email address above.**

Data You Will Receive	Price
Current Month's Active AND Inactive Real Estate Licensees File by Download ONLY	\$200.00

Submit a **cashier's check or money order** with this form for two hundred dollars (\$200.00), payable to the Georgia Real Estate Commission, and mail to:

Database Order Processing  
Georgia Real Estate Commission  
Suite 1000 - International Tower  
229 Peachtree Street, N.E.  
Atlanta, Georgia 30303-1605

**\* File has an expiration date. No new files will be provided for failure to download prior to expiration date.**

**Form Updated 2/4/2011 - This form supercedes all other forms.**

## REAL ESTATE LICENSEE FIELD DESCRIPTIONS

<b>FIELD</b>	<b>DESCRIPTION - ACTIVE</b>	<b>DESCRIPTION - INACTIVE</b>
1	Licensee License Number	Licensee License Number
2	Licensee Last Name	Licensee Last Name
3	Licensee First Name	Licensee First Name
4	Licensee Middle Name	Licensee Middle Name
5	Licensee Suffix	Licensee Suffix
6	Licensee Address 1	Licensee Address 1
7	Licensee Address 2	Licensee Address 2
8	Licensee Address 3	Licensee Address 3
9	Licensee City	Licensee City
10	Licensee State	Licensee State
11	Licensee Zip	Licensee Zip
12	Licensee Zip+4	Licensee Zip+4
13	Licensee E-mail Address	Licensee E-mail Address
14	<BLANK>	<BLANK>
15	Licensee License Status	Licensee License Status
16	Licensee County	Licensee County
17	<BLANK>	Licensee Originally Licensed
18	Licensee Renewal Due Date	Licensee Renewal Due Date
19	<BLANK>	Licensee Date of Birth
20	Company Licensee Associated With	<BLANK>
21	Licensee Role With Company	<BLANK>
22	<BLANK>	<BLANK>
23	Qualifying Broker License Number	<BLANK>
24	Company Name	<BLANK>
25	Company Organizational Form	<BLANK>
26	Company Address 1	<BLANK>
27	Company Address 2	<BLANK>
28	Company Address 3	<BLANK>
29	Company City	<BLANK>
30	Company State	<BLANK>
31	Company Zip	<BLANK>
32	Company Zip+4	<BLANK>
33	<BLANK>	<BLANK>
34	<BLANK>	<BLANK>
35	Company County	<BLANK>
36	Company Status	<BLANK>
37	Company Renewal Due Date	<BLANK>

**“Licensee Role With Company” Codes – Field 21**

<b>A</b>	<b>Associate Broker</b>
<b>B</b>	<b>Broker</b>
<b>C</b>	<b>Community Association Manager</b>
<b>Q</b>	<b>Qualifying Broker</b>
<b>S</b>	<b>Salesperson</b>

**“Company Organizational Form” Codes – Field 25**

<b>C</b>	<b>Corporation</b>
<b>L</b>	<b>Limited Liability Company (LLC)</b>
<b>P</b>	<b>Partnership</b>
<b>S</b>	<b>Sole Proprietorship</b>

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