REQUEST FOR COMMISSION TRANSFER OF LICENSE

GEORGIA REAL ESTATE COMMISSION

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FOR OFFICE USE ONLY	
PMD:	FEE:
PI:	DD:
EDI:	OCI:
CODES:	FI:

This application may be submitted by fax, email, mail or in person. No fee is required.

SECTION A - Licensee Information

Licensee's Name		**License Number**	
Residence Address		**Telephone Number**	
Business Address		**Telephone Number**	

Broker's Name		**Telephone Number**	
Broker's Address			
Firm Name		**Office Phone Number**	
Manager of Branch Office (If Any)		**Telephone Number**	

SECTION B

Yes	No	**You must answer the following questions:**
		Have you attempted to meet personally with the broker holding your license?
		How many times have you arranged to meet the broker personally?
		Have you been to the broker's office seeking to meet with the broker? How many times?
		To what address did you go?
		Did you go during regular business hours?
		If you went during regular business hours, was the office open for business?
		How many times have you attempted to contact the broker by telephone?
		Did you attempt to reach the broker at both office and home telephone numbers?
		Have you given your broker or his authorized associate broker a Change Application form to sign?

Yes	No	**Have you accounted to your broker for the following:**
		listings you had obtained for the firm;
		names of all prospective purchasers, sellers, lessees, or lessors which the broker gave to you in writing;
		all plats of property;
		all keys;
		all "For Sale" signs;
		notebooks, listing cards, or records of any kind that have been used in connection with the listing/selling of property;
		multiple listing service keys (if your firm is a member); and
		any money you owe the broker.

SECTION C

I hereby request that my license be:

Check one:

	Transferred to the Firm listed below
	Placed on Inactive Status

I, the undersigned applicant, do hereby certify that the information given in this application is true to the best of my knowledge and belief and, if leaving a firm, that I have complied fully with Substantive Regulation 520-1-.07(5); and I do hereby authorize any authorized representative of the Georgia Real Estate Commission to periodically check and receive any criminal history record information and/or a full lifetime driver history record information pertaining to me which may be in the files of any federal, state, or local criminal justice agency. I, the undersigned applicant, do hereby certify that the information given in this application is true to the best of my knowledge and belief. I understand that I may not engage in brokerage activities for another broker until I receive notice that the Commission has formally approved this application.

Applicant's Signature		**Date**	

I request that the license of the above licensee be issued as an affiliate of this firm, and I certify that the licensee has entered into a written agreement required by the Commission's Substantive Regulation 520-1- .07 (5).

The Licensee may NOT begin work for the new Firm until the Broker receives the new license.

Firm Name		**Firm's License Number**	
Signature of Broker		**Date**	
Firm Office Address		**Telephone Number**	
	I have received the wall certificate of the above-named licensee		
	I request that the Commission forward the above-named licensee's wall certificate		