



Department of Commerce

Division of Real Estate & Professional Licensing

John R. Kasich, Governor
Jacqueline T. Williams, Director

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Columbus, Ohio 43215-6133

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www.com.ohio.gov/real

614 | 466-4100

FAX 614 | 644-0584

TTY/TDD: 800 | 750-0750

SALESPERSON

TRANSFER / REACTIVATION APPLICATION

- This form is interactive. You may, before printing, type your responses directly onto the form.
- Incomplete applications and those that are filled out incorrectly will be returned for correction.
- A check or money order for any fees, made payable to the Division of Real Estate & Professional Licensing, must accompany this application. Cash will not be accepted.

FOR DIVISION USE ONLY

Individual fees are listed below or in the reactivation fee schedule on page 2.

APPLICANT INFORMATION

FILE NUMBER	FIRST NAME	MIDDLE NAME OR INITIAL	LAST NAME	SUFFIX
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HOME ADDRESS Check if new

CITY	STATE	COUNTY	ZIP CODE	PHONE NUMBER
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EMAIL ADDRESS

BROKERAGE INFORMATION

COMPANY FILE NUMBER	COMPANY NAME
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MAIN BUSINESS ADDRESS	DOING BUSINESS AS (D.B.A.) NAME
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CITY	STATE	COUNTY	ZIP CODE	PHONE NUMBER
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REASON FOR COMPLETING THIS FORM (Check all that apply. **Remit one application fee per form even if you check multiple boxes.**)

If return of a license is required, include the **ORIGINAL** license. If original license is lost, please remit a Change Application – Individual with a \$25 fee.

- TRANSFER TO A NEW BROKERAGE – \$25 fee**
If two or more people are transferring, advise broker to complete the Multiple License Transfer Affidavit.
- REACTIVATE LICENSE FROM INACTIVE STATUS – \$25 fee**
(If licensee is 70 years of age or older and reactivating from inactive status, also include proof of completion of all outstanding continuing education.)
- PLACE LICENSE IN INACTIVE STATUS – no fee**
(skip Broker Information and return original license) ***Inactive licensees are required to submit renewal and continuing education by due date every three years.***
- REACTIVATE LICENSE TO ACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2**
(include Broker Information and return original license)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2**
(skip Broker Information and return original license)
- REACTIVATE LICENSE TO ACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION - \$25 fee**
(include Broker Information and **return original license**)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION – \$25 fee**
(skip Broker Information)
- REACTIVATE LICENSE TO ACTIVE STATUS FROM SUSPENSION DUE TO SOLE BROKER SUSPENSION – no fee**
(include Broker Information and **return original license**. If transferring to a new broker, include original license. If two or more licensees are reactivating, advise your broker to complete the Multiple License Transfer Affidavit.)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM SUSPENSION DUE TO SOLE BROKER SUSPENSION – no fee**
(skip Broker Information and **return original license**)
- REACTIVATE LICENSE TO ACTIVE STATUS FROM ENFORCEMENT ACTION – \$25 fee**
- REACTIVATE LICENSE TO INACTIVE STATUS FROM ENFORCEMENT ACTION – \$25 fee**

****PLEASE COMPLETE PAGES 1 AND 2 OF THIS FORM**

