



APPLICATION FOR CHANGE OF QUALIFYING BROKER

INSTRUCTIONS

- Complete entire form online and print it for submission OR print the form and complete it in black or blue ink.
- This form must be included with a new broker application when broker will become the new qualifying broker of an existing company.

NOTE - Company name and/or address change requires completion of Company/Branch Change of Name and/or Address Form

- Submit \$50 fee for the company or branch and new qualifying broker. Submit an additional \$25 fee if the current qualifying broker will be reissued an active license after the change. **Make check payable to Alabama Real Estate Commission and mail, with form, to 1201 Carmichael Way, Montgomery, AL 36106, by certified or registered mail.**
- **IMPORTANT:** If the new qualifying broker will be the broker of a company with branch(es) registered under it, please submit an additional \$50 for each branch license.

Complete applications are normally processed within 3 business days from the date received. Once processed, the license will be available for printing by the Qualifying Broker from the Commission's website, arec.alabama.gov, using the Company login (the company license number and the Qualifying Broker's personal information).

Pursuant to Section 34-27-34(b)(1) of the Alabama Real Estate License Law, the Company/Branch named below hereby submits the following change of Qualifying Broker:

Company _____

Company License Number _____ New Company Email _____

I. Current Qualifying Broker

Qualifying Broker's Name _____

Qualifying Broker's License Number _____

I hereby terminate my responsibilities as qualifying broker for the above company. Please issue my license to the following:

- ISSUE LICENSE TO:** (check one):
- Inactive
 - Associate broker with the above company
 - Associate broker for company listed on attached Registration/Transfer Form
 - Qualifying broker for new company (*Company License Application attached*)
 - Qualifying broker for existing company (*If company is active submit another Change of Qualifying Broker form. If company is inactive submit License Activation form.*)

Print Name of Current Qualifying Broker

Signature of Current Qualifying Broker

II. New Qualifying Broker

Qualifying Broker's Name _____

Qualifying Broker's License Number _____

Responsibility is hereby accepted for the actions covered by the Alabama Real Estate License Law of any and all salesperson and associate brokers whose licenses are issued to the above company.

Print Name of Qualifying Broker (*If the new qualifying broker is obtaining another broker's license, please submit an application for multiple broker's license and fees with this form.*)

Signature of Qualifying Broker

Date

If the company is a branch, the signature of the qualifying broker for the main company is required.

Print Name of Qualifying Broker for Main Company

Signature of Qualifying Broker for Main Company