

PART A: INSTRUCTIONS

In order to change your legal name as registered with the Council, please follow the instructions outlined below:

- Complete and submit this form to the Council office.
- Enclose a copy of a Change of Name Certificate, Marriage Certificate, or Birth Certificate, as applicable.
- Submit a fee of \$50 payable to the Real Estate Council of BC.
- Arrange for the return of your existing licence certificate to the Council for amendment.

Please print clearly.

PART B: NAME CHANGE INFORMATION

Current licensee name	
Brokerage name and address	
NEW licensee name	
Effective date of name change	
Please indicate which of the following forms you are submitting with this request: <input type="checkbox"/> Change of Name Certificate <input type="checkbox"/> Marriage Certificate <input type="checkbox"/> Birth Certificate	
Signature	Date

<p>Mailing Address Real Estate Council of British Columbia 900-750 West Pender Street Vancouver, BC Canada V6C 2T8</p>	<p>Enquiries Tel: 604.683.9664 Toll-free: 1.877.683.9664 Fax: 604.683.9017 www.recbc.ca lic@recbc.ca</p>
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Note: Please use a separate form for each applicant. Partial payments will not be accepted.

Name of licensee
Name of brokerage

FEES AND RELATED ASSESSMENTS

Individual Fees

- \$1800 First time Licensing Application
- \$1800 Re-licensing Application (unlicensed for more than 90 days from licence expiry)
- \$1450 Licensing Renewal Application
- \$1500 Late Renewal (unlicensed less than 90 days from licence expiry)
- \$250 Licence Transfer or Reinstatement Application
- \$250 Personal Real Estate Corporation Transfer
- \$250 Change of Licence Level or Category
- \$50 Individual Name Change
- \$800 \$750 Renewal Secondary Managing Broker Licence Application
- \$_____ Pro-rated licensing fee for Personal Real Estate Corporation (see www.recbc.ca for fees)

Brokerage Fees

- \$2000 \$1450 Renewal Licensing Application – Brokerage
- \$800 \$750 Renewal Licensing Application – Branch Office
- \$250 Change of Licence Level or Category
- \$50 Name or Address Change

Other Fees

- \$_____ (describe)_____

CREDIT CARD INFORMATION

Credit card #	Expiry date MM/YY
Name on card (PRINT CLEARLY)	Cardholder signature
	Date MM/DD/YYYY

Note: Licence fees and Compensations Fund assessments are not refundable after licence issuance. If the licence is surrendered in the first year of the two year licensing period, a refund of the second year errors and omissions insurance premium is available. If an application is withdrawn for any reason prior to licence issuance, the application fee will not be refunded.

FOR OFFICE USE ONLY PLEASE DO NOT WRITE IN THIS SECTION

Amount	Card Auth. #	Licence #
Rec. #	Date	

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