



# Department of Commerce

Division of Real Estate & Professional Licensing

John R. Kasich, Governor  
Andre T. Porter, Director

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Please visit our website at  
[www.com.ohio.gov/real](http://www.com.ohio.gov/real)

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Fax 614 | 644-0584  
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## REAL ESTATE

## BRANCH OFFICE APPLICATION

- This form is interactive. You may, before printing, type your responses directly onto the form. Otherwise, this form must be typewritten or printed legibly in black ink.
- Incomplete applications and applications that are filled out incorrectly will be returned for correction.
- A check or money, made payable to the Ohio Division of Real Estate, in the amount of \$15.00, must accompany each application. Cash will not be accepted.
- A broker of the real estate company applying for a branch office must sign this application.
- A separate application is required for each branch office.
- To change a branch office address, please use the Change Application.

| FOR DIVISION USE ONLY |
|-----------------------|
| FILE NUMBER           |

### APPLICANT INFORMATION

|                       |              |                                 |                |
|-----------------------|--------------|---------------------------------|----------------|
| COMPANY FILE NUMBER   | COMPANY NAME | DOING BUSINESS AS (D.B.A.) NAME |                |
| MAIN BUSINESS ADDRESS |              |                                 | BUSINESS PHONE |
| CITY                  |              | STATE                           | ZIP CODE + 4   |

### BRANCH OFFICE INFORMATION

|   |  |                       |
|---|--|-----------------------|
| NAME OF PERSON IN CHARGE OF BRANCH OFFICE |  | FILE NUMBER           |
| BRANCH OFFICE ADDRESS                     |  | BRANCH PHONE          |
| CITY                                      |  | STATE<br>ZIP CODE + 4 |

### THE APPLICANT MUST COMPLETE THE FOLLOWING CERTIFICATION

I certify that all of the statements on this application and all of the attached materials are complete and accurate. I understand that any false statement on this form or any of the attached materials may subject me to criminal prosecution and the loss of my Ohio real estate license.

NAME OF BROKER OF REAL ESTATE COMPANY (PRINT) \_\_\_\_\_ SIGNATURE OF BROKER \_\_\_\_\_ DATE \_\_\_\_\_

BROKER FILE NUMBER \_\_\_\_\_