

Michigan Department of Licensing and Regulatory Affairs
Bureau of Commercial Services
Licensing Division
REAL ESTATE
P.O. Box 30243, Lansing, MI 48909
517-373-7353; Fax 517-373-1044
www.michigan.gov/realestate

BROKER LICENSE & RELICENSURE APPLICATION FOR CORPORATIONS

Please carefully read and follow the instructions below.

All forms referenced can be obtained from the Bureau of Commercial Services, Real Estate website: www.michigan.gov/realestate under the Quick Links "Forms & Publications."

- Applicants who have never held a Michigan real estate broker's license read instructions in Section A.
- Applicants for relicensure of a previously licensed real estate broker corporation read instructions in Section B.
- Broker's office must be in Michigan. Associate broker and salesperson licensees may reside out of state by filing a Consent to Service of Process form (BCS/LCL-900).

A. NEW APPLICANTS

1. Attach a copy of the Articles of Incorporation that has been filed with and approved by the Department of Licensing and Regulatory Affairs, Corporation Division. If the corporation has not been formed, please contact the Corporation Division at 517-241-6470 or visit the website at www.michigan.gov/corporations before completing the broker license application.
2. If the broker corporation will be conducting business under an assumed name, please attach a filed copy of the Certificate of Assumed Name (DBA) as filed with the Corporation Division.
3. At least ONE officer of the corporation must file an Associate Broker License application, ([BCS/LRE-020](#)), which must accompany this application when filed.
4. A real estate salesperson cannot be an officer of a corporation, but can be a director or stockholder in the corporation. If a director or stockholder, the salesperson must file a Stipulation form ([BCS/LRE-009](#)), which must accompany this application when filed.
5. Any person holding 24% or more of the stock in the broker applicant corporation, and who is not licensed as an associate broker to the corporation, must also file a Stipulation form ([BCS/LRE-009](#)).
6. If the associate broker to the new corporation holds an individual broker's license, any salesperson licensed to him/her under that Individual broker's license who wants to be licensed to the corporation broker must submit a transfer form ([BCS/LRE-050](#)) and fee to become licensed to the corporation broker or transfer electronically at www.Michigan.gov/iCola. Transfers are not automatic.

B. RELICENSURE APPLICANTS

1. Include the previously issued corporation broker license I.D. number on the application (number will begin with 6505-).
2. Attach a copy of the previously licensed corporation's last Annual Report and Letter of Good Standing, both documents as filed with the Corporation Division.
3. At least ONE officer of the corporation must file an Associate Broker License application as a principal, ([BCS/LRE-020](#)), which must accompany this application when filed.
4. A real estate salesperson cannot be an officer of a corporation, but can be a director or stockholder in the corporation. If a director or stockholder, the salesperson must file a Stipulation form ([BCS/LRE-009](#)), which must accompany this application when filed.
5. Any person holding 24% or more of the stock in the broker applicant corporation, and who is not licensed as an associate broker licensed to the corporation, must also file a Stipulation form ([BCS/LRE-009](#)).

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BROKER LICENSE APPLICATION FOR CORPORATIONS

AUTHORITY: P.A. 299 of 1980, as amended
 COMPLETION: Mandatory
 PENALTY: Failure to complete may result in denial of your application

**THIS APPLICATION IS FOR THE THIRD YEAR OF THE THREE-YEAR LICENSE
 CYCLE AND IS VALID UNTIL 7-1-2012. See Fee Below*
 LICENSES EXPIRE 10-31-2012**

| SECTION 1 - General Applicant Information | | Please Type or Print In Black Ink | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| Name of Corporation Applicant | | | Real Estate I.D. #, if relicensing 65-05- |
| D/B/A name, if applicable (Attach the filed, date-stamped Certificate of Assumed Name issued by the Corporation Division) | | | Federal Employer I.D. Number |
| Business Address (Number, Street) | City | State MI | ZIP |
| | | | Daytime Telephone Number |
| SECTION 2 - At least one officer must be licensed as an associate broker (attach BCS/LRE-020). Complete the section below for each officer, director, shareholder. (Salespersons may not hold a corporation office, e.g., president, secretary). Attach additional sheets as needed for additional owners. | | | (Please Do Not Write In This Box) Date Approved: |
| Name (Last, First, Middle) | | Date of Birth | Social Security Number |
| Residence Address (Number, Street) | | City | State |
| | | ZIP | E-mail Address |
| Will this person act as an associate broker or salesperson? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Is this person a current Michigan Real Estate licensee? <input type="checkbox"/> Yes <input type="checkbox"/> No broker/associate broker <input type="checkbox"/> No salesperson <input type="checkbox"/> No | |
| | | Percentage of Corporate Stock Held | |
| Name (Last, First, Middle) | | Date of Birth | Social Security Number |
| Residence Address (Number, Street) | | City | State |
| | | ZIP | E-mail Address |
| Will this person act as an associate broker or salesperson? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Is this person a current Michigan Real Estate licensee? <input type="checkbox"/> Yes <input type="checkbox"/> No broker/associate broker <input type="checkbox"/> No salesperson <input type="checkbox"/> No | |
| | | Percentage of Corporate Stock Held | |
| If any person or entity other than those named above will have any financial interest in or exercise any control over the applicant's business, attach separate page and give their names, address, and nature of the interest or control. | | | |
| FEE PAYMENT INFORMATION (Check Appropriate Box) | | | FOR OFFICE USE ONLY - VALIDATION |
| <input type="checkbox"/> New License Application Fee \$71.00 6505-01=\$ 51.00 6505-15=\$ 10.00 6505-16=\$ 10.00 INCLUDES \$35.00 OF NON-REFUNDABLE FEE | | | |
| <input type="checkbox"/> Relicensure Application Fee \$91.00 6505-06=\$ 71.00 6505-15=\$10.00 6505-16=\$10.00 INCLUDES \$35.00 OF NON-REFUNDABLE FEE | | | |
| <input type="checkbox"/> Reinstatement (after revocation) \$35.00 6505-50 | | | |
| <input type="checkbox"/> Reissue lapsed broker license in same 3 year license cycle \$10.00 6505-32 LICENSE REISSUE FEE IS NON-REFUNDABLE | | | |
| Make your check or money order in U.S. Currency payable to: STATE OF MICHIGAN | | | |
| FEES ARE NOT REFUNDED EXCEPT UNDER AUTHORITY P.A. 152 OF 1979, AS AMENDED AND R338.943 AND R338.944. | | | |

| | | | | |
|-------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------|
| Name (Last, First, Middle) | | Date of Birth | Social Security Number | Office Held |
| Residence Address (Number, Street) | City | State | ZIP | E-mail Address |
| Will this person act as an associate broker or salesperson? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Is this person a current Michigan Real Estate licensee? <input type="checkbox"/> Yes <input type="checkbox"/> broker/associate broker <input type="checkbox"/> salesperson <input type="checkbox"/> No | | Percentage of Corporate Stock Held |
| Name (Last, First, Middle) | | Date of Birth | Social Security Number | Office Held |
| Residence Address (Number, Street) | City | State | ZIP | E-mail Address |
| Will this person act as an associate broker or salesperson? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Is this person a current Michigan Real Estate licensee? <input type="checkbox"/> Yes <input type="checkbox"/> broker/associate broker <input type="checkbox"/> salesperson <input type="checkbox"/> No | | Percentage of Corporate Stock Held |

SECTION 3 - Background Information - Please check "YES" or "NO" to each of the following questions:

- A. Has any corporate officer, director or stockholder held a Real Estate License in any other state? If "YES", name the state(s). A "Letter of Good Standing" or other documentation from the state must be submitted from each state in which the applicant currently holds or has ever held a Real Estate License. YES NO
Name: _____
State(s): _____
- B. Has any corporate officer, director or stockholder ever had disciplinary action taken against any license, registration or permit held or it has ever held? (Includes but is not limited to final orders, suspension, revocation, denial, cease and desist order, etc.) YES NO
Name: _____
If yes, download the form BCS/LCE-021 "Request for Disciplinary Action Information". The form can be downloaded and completed to accompany this application. See www.michigan.gov/realestate and select Forms & Publications. The form must be included to avoid delays in processing your application.
- C. Used any other name? If "YES", explain. YES NO
Name of Person: _____
Name Used: _____
- D. Has any corporate officer, director, or stockholder ever been convicted of a felony? YES NO
Name: _____
If yes, download the form BCS/LCE-020 "Request for Conviction History of Applicant". The form can be downloaded and completed to accompany this application. See www.michigan.gov/realestate and select Forms & Publications. The form must be included to avoid delays in processing your application.
- E. Has any corporate officer, director, or stockholder ever been convicted of embezzlement or misappropriation of funds, either felony or misdemeanor? YES NO
Name: _____
If yes, download the form BCS/LCE-020 "Request for Conviction History of Applicant". The form can be downloaded and completed to accompany this application. See www.michigan.gov/realestate and select Forms & Publications. The form must be included to avoid delays in processing your application.

NOTE: Although LCE-020 (Request for Conviction History of Applicant) and LCL-0100 (Request For Court Documents Regarding Felony Convictions) only reference felonies, if any corporate officer, director or stockholder have ever been convicted of either a felony or misdemeanor citing embezzlement or misappropriation of funds, use these forms.

SECTION 4 - Certification and Signatures - This portion *MUST* be properly signed before your application for licensure will be processed.

I hereby certify that the statements in this application are true and correct. I have not withheld information which might affect the decisions to be made on this application. I am aware that a false statement or dishonest answer may be grounds for denial of my application or disciplinary action against my license, or may be punishable by law. I hereby authorize the Michigan Department of Licensing and Regulatory Affairs and its agents to examine the books and records and check civil, criminal, and administrative records at the discretion of the Department.

Signature of Principal Associate Broker (Officer)

Date