

# Real Estate Broker License Transfer Request

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Real Estate Commission Office]

[Office Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to formally request the transfer of my real estate broker license from [Current Brokerage/Company Name] to [New Brokerage/Company Name]. My current license number is [License Number], and I have been a licensed broker since [License Start Date].

The details of my license are as follows:

- Current Brokerage: [Current Brokerage/Company Name]
- New Brokerage: [New Brokerage/Company Name]
- License Number: [License Number]

I have completed all necessary paperwork and met all requirements related to this transfer. I kindly request your assistance in facilitating this process to ensure a smooth transition.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]