



New Mexico Real Estate Commission Trade Name Application

Please complete this form for the following circumstances:

- New Brokerage Office- (\$20 Fee, application, E&O policy & original license)
- Brokerage name change* - (\$20 Fee, application, E&O policy & original license)
- Brokerage address/ mailing address change*- (\$20 Fee, application, E&O policy & original license)
- New Qualifying Broker assigned to Brokerage* (\$20 Fee, application, E&O policy & original license)
- Qualifying Broker returning to active Qualifying Broker status (\$20 Fee, application, E&O policy, original license & 6 hour QB refresher course)

Name: _____ License Number: _____

Residential Mailing Address: _____

Email Address: _____ Phone Number: _____

Current License Status: _____ Active _____ Inactive I have E&O (Initial) _____

Brokerage Information:

Legal Business Name: _____

DBA/Trade/Brokerage Name: _____

Brokerage Office Address	City	State	Zip
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Brokerage Mailing Address	City	State	Zip
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Qualifying Broker Signature	Date
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Authorized Corporate Signature	Date
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Ensure each application includes the \$20 fee, complete application, current E&O insurance policy & original license. Each Associate broker working under a qualified broker is required to submit a transfer application when there are changes with the Brokerage (new QB, Address or name change). Please ensure all licenses impacted with a change are returned to the Commission office.

8.4.2023

