



MAIN OFFICE ADDRESS CHANGE

2/2009

Real Estate Agency
1177 Center Street NE
Salem OR 97301
Phone: 503-378-4170

INSTRUCTIONS

- 1) Form must contain the original signature of the licensee authorizing this change. Authorizing licensee may be a principal broker, sole practitioner broker or property manager.
- 2) Separate forms must be submitted for each individual RBN.
- 3) Address change will be effective on the date this form and fee is received by the Agency, unless a later date is needed.
- 4) You can find your Agency RBN # by doing a "facility search" under the Licensee Search feature on our website.

SECTION A ADDRESS CHANGE INFORMATION

Registered Business Name (RBN)	Agency RBN #
New Main Office Street Address	Daytime Phone Number ()
City, State, Zip	Effective Date (must be within 14 days of receipt)
Mailing Address, If Different	

SECTION B AUTHORIZATION

Name of Licensee Authorizing this Change	License Number
Original Signature	Daytime Phone Number ()

SECTION C FEE

Fee: \$10 per licensee.	Number of licensees: _____ X \$10 = \$_____
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SECTION D PAYMENT

Payment may be made by check or money order payable to the Real Estate Agency or by credit card (VISA or MasterCard). Do not send cash. Complete this section to pay by credit card.

<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard	Card No. _____ - _____ - _____ - _____	Expiration Date (mo/yr) ____ / ____
Credit Card Billing Address	Signature Authorizing Credit Card Payment	

Office use only: Issued: _____