



BREA USE ONLY

CHANGE NOTIFICATION AND MISCELLANEOUS REQUESTS

- Type or print clearly in blue or black ink and provide an original signature.
- All fees paid must be paid by pre-printed personal check, company check, cashier's check, certified check, money order, or credit card (see form REA 2030 to pay by credit card).
- By statute, all fees submitted are deemed earned upon receipt and cannot be refunded.
- All out-of-state addresses require a completed and notarized Consent to Service of Process (REA 3006).
- Please refer to <http://www.brea.ca.gov/html/LicensingFees.html> for current license application fees.
- If you have any questions, please write to the address listed or call (916) 552-9000.
- Mail completed application, fee and qualifying documentation to:
BUREAU OF REAL ESTATE APPRAISERS
Attn: Licensing
3075 Prospect Park Drive, Suite 190
Rancho Cordova, CA 95670

PART A - License Request

1. Type of Change or Service Request			
<input type="checkbox"/> Name \$10	<input type="checkbox"/> Business Telephone Number	<input type="checkbox"/> Letter of License History \$40	
<input type="checkbox"/> Business Name \$10	<input type="checkbox"/> Residence Telephone Number	<input type="checkbox"/> Email Address	
<input type="checkbox"/> Mailing Address	<input type="checkbox"/> Issue Duplicate License \$50	<input type="checkbox"/> Retrieve File From Archive \$25	
2. License Identification Number	3. Expiration Date	4. Social Security / Individual Taxpayer I.D. Number	
5. Name (Previous Legal Name)			
Last	First	Middle	
6. New Name (New Legal Name)			
Last	First	Middle	
7. New Business Name			
8. New Mailing Address (Address of Record)			
Address			
City	County	State	Zip Code
9. New Business Telephone Number	10. New Residence Telephone Number		
()	()		
11. New Email Address			

I certify under penalty of perjury that the foregoing information, and information provided on all attachments, is true and correct and that I have answered each question fully and truthfully and without any purpose of evasion. I understand that providing false information is grounds for denial or revocation of any license and may subject me to disciplinary action and/or criminal prosecution.

Signature _____

Date _____

PART B - Public Member Request - For letter of license history

1. Requesting Party			
Name of Requesting Party			
Address			
City	County	State	Zip Code
2. Licensee's Name and License Number			

INSTRUCTIONS

PART A

1. **TYPE OF CHANGE** - Check the box that corresponds to the type of change you are requesting.
2. **LICENSE ID NUMBER** - Enter your license ID number.
3. **EXPIRATION DATE** - Enter your license expiration date.
4. **SOCIAL SECURITY NUMBER / INDIVIDUAL TAXPAYER IDENTIFICATION NUMBER** - Enter your social security or individual taxpayer identification number. **BREA cannot issue a license without a Social Security or Individual Taxpayer Identification Number.**
5. **NAME** - Enter your previous legal name.

ONLY COMPLETE THE SECTION(S) THAT ARE TO BE CHANGED.

6. **NEW NAME** - Enter your new legal name. Legal documentation, such as a court order, supporting your name change is required. A copy of a driver's license or social security card is not acceptable.
7. **NEW BUSINESS NAME** - Enter your new business name.
8. **NEW MAILING ADDRESS** - Enter your new mailing address.
9. **NEW BUSINESS TELEPHONE NUMBER** - Enter your new business telephone number.
10. **NEW RESIDENCE TELEPHONE NUMBER** - Enter your new residence telephone number.
11. **NEW EMAIL ADDRESS** - Enter your new email address.

PART B

1. **REQUESTING PARTY** - Enter your information here.
2. **LICENSEE'S NAME AND LICENSE NUMBER** - Enter the licensee's information here.

Privacy Information

Section 1798.17 of the Civil Code requires this notice be provided when collecting personal or confidential information from individuals. *Each individual has the right to review personal information maintained by this Agency, unless access is exempted by law.*

**Bureau of Real Estate Appraisers
Custodian of Records
3075 Prospect Park Drive, Suite 190
Rancho Cordova, CA 95670
Telephone: (916) 552-9000**

General powers of the Chief, Sections 11310 and 11313 of the Business and Professions Code authorizes the maintenance of this information. Business and Professions Code Section 30, Chapter 1361, Section 1, requires each real estate appraiser licensee to initially provide to the Bureau of Real Estate Appraisers his or her social security or taxpayer identification number which will be furnished to the Franchise Tax Board. Your social security or taxpayer identification number shall not be deemed a public record and shall not be open to the public for inspection. The Franchise Tax Board will use your number to establish identification exclusively for tax purposes. The Real Estate Appraisers Law or Regulations of the Chief require applicants to provide the Bureau of Real Estate Appraisers with specific information. If all or any part of the required information is not provided, processing may be delayed. In addition, the Chief may suspend or revoke a license, or in the case of a license applicant, may deny the issuance for misstatements of facts (including a failure to disclose a material fact) in an application for a license. The information requested in this form is primarily used to furnish license status information to the Bureau of Real Estate Appraisers, and to answer inquiries and give information to the public on license status, mailing addresses and actions taken to deny, revoke, restrict or suspend licenses for cause. This information may be transferred to real estate appraisal licensing agencies in other states, law enforcement agencies (City Police, Sheriff's Departments, District Attorneys, Attorney General, F.B.I.), and any other regulatory agencies (including, but not limited to, Department of Business Oversight, Department of Insurance, Bureau of Real Estate, Department of Consumer Affairs, California Bar Association, Appraisal Subcommittee).