



IREC use only

License #: _____
 Receipt #: _____
 Approved: _____

LIMITED LIABILITY COMPANY \$50 LICENSE APPLICATION \$50

INSTRUCTIONS: Submit this original, completed application form with the required fee and ALL required attachments to IREC at the above address. It would be appreciated if you would fill in the form on the computer and print it out so we can read it more easily. Applications that are illegible, incomplete, or missing the fee or attachments will be immediately returned without processing. IREC accepts checks, cash (in person and exact change), and debit or credit cards (VISA, Master Card, Discover, and American Express).

You are not licensed until IREC **approves** your license application. It is unlawful for you to engage in the business or act in the capacity of a real estate licensee in Idaho without first obtaining a license. Allow 10 business days to process your completed application.

NOTE: Applications are processed in the order received. Updates on the status of license applications will NOT be given over the phone. When your name and license number appear in the Public Database Search on the IREC website, your license has been approved.

1. LIMITED LIABILITY COMPANY INFORMATION:

Name of limited liability company _____

Doing Business As (DBA) name, if any _____

Street address _____

city _____ state _____ zip code _____

Mailing address _____

city _____ state _____ zip code _____

Business phone _____ Fax _____

E-mail _____ Website _____

2. **MEMBERS:** Attach a list of names, titles, and addresses of all members.
3. **REGISTRATION:** Attach a file-stamped copy of either the *Certificate of Organization of Limited Liability Company* or *Certificate of Authority* (if a foreign limited liability company) issued by the Idaho Secretary of State. (These certificates may be obtained from the Idaho Secretary of State at www.sos.idaho.gov.)
4. **DBA REGISTRATION:** If applicable, attach a file-stamped copy of a *Certificate of Assumed Business Name* issued by the Idaho Secretary of State. (This certificate may be obtained from the Idaho Secretary of State at www.sos.idaho.gov.)
5. **TRUST ACCOUNT:** Attach a completed *Trust Account Notification* form (REE-088).
6. **DESIGNATED BROKER:** Every limited liability company shall designate and appoint a member or manager to be the Designated Broker (DB) for the limited liability company.
 - a. Name and title of proposed DB: _____
 - b. Attach a copy of the operating agreement stating that the above-named member or manager has been named the Designated Broker for this limited liability company.
 - c. Does the proposed DB already have an Idaho broker license?

_____ No - **attach a completed license application for the proposed DB and skip to question 7**

