

Wisconsin Department of Safety and Professional Services

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

INFORMATION REGARDING THE APPLICATION FOR REAL ESTATE BUSINESS ENTITY LICENSE

A license may be issued to a business entity if the business entity has at least one business representative licensed as a broker. The license issued to the business entity entitles each business representative of the business entity who is a licensed broker to act as a broker on behalf of the business entity.

“Business Entity” means any organization or enterprise, other than a sole proprietorship, which is operated for profit or that is nonprofit and non-governmental, including an association, business trust, corporation, joint venture, limited liability company, limited liability partnership, partnership or syndicate.

“Business Representative” means a director, manager, member, officer, owner or partner of a business entity.

Complete and return the enclosed application for Real Estate Business Entity License (#815) with the application fee made payable to the Department of Safety and Professional Services.

Any changes in the information provided on this application during the registration period must be reported in writing with 30 days of the effective date. Please include the credential number in all correspondence.

In addition to the credential issued by the Department of Safety and Professional Services, a corporation and certain other types of business entities listed on the application must register with the Department of Financial Institutions. You must contact the agency directly to obtain the registration material. The address and telephone number is Department of Financial Institutions, Division of Corporations and Consumer Services, P.O. Box 7846, Madison, Wisconsin 53707 (608)261-7577.

The Business Entity License is renewable by December 14 of the even number year following the date of issuance. A renewal application will be mailed approximately 30 days prior to the expiration date.