

# Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way  
Madison, WI 53705  
Phone Number: (608) 266-2112

LicensE Portal: [License.wi.gov](https://license.wi.gov)  
Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
Website: <http://dsps.wi.gov>

## REAL ESTATE EXAMINING BOARD

### REAL ESTATE BROKER BUSINESS ENTITY APPLICATION INFORMATION

#### **AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:**

1. **Application for Real Estate Broker Business Entity License** - Apply online via LicensE, <https://license.wi.gov/>.
2. **Initial Credentialing Fee** – Pay \$60.00 credential fee online via LicensE. If your Wisconsin credential has been expired more than five years a \$25.00 late renewal fee is also required.
3. **Consent to Examine and Audit Trust Account (Form 814)** – Complete if your business is required to maintain a Trust Account as described in [Wis. Admin. Code ch. REEB 18](#).
4. **Irrevocable Consent for Nonresidents (Form 813)** - Complete if your business is located outside Wisconsin.

#### **Change in Business Representative**

If there is a change in any of the business representatives, the change shall be reported to the Board within 30-days after the effective date of the change by submitting [Form 8159](#), Real Estate Broker Business Entity Change in Business Representative. No fee is required.