



Texas Real Estate Commission
P.O. Box 12188
Austin, Texas 78711-2188
 Phone: (512) 936-3000 www.trec.texas.gov

APPLICATION FOR

INACTIVE BROKER OR SALES AGENT STATUS

FEE	RECEIPT NUMBER	AMOUNT	\$ TYPE	App#	File#
Processing Fee		\$20.00		Entity #	License #

DO NOT WRITE ABOVE THIS LINE

You may request inactive status at the TREC website at no cost.

ALL INFORMATION BELOW MUST BE COMPLETED. THE INFORMATION MUST BE TYPED OR PRINTED IN INK.

This application is for an inactive: Broker (Individual or Business Entity) or Sales Agent license.

_____ License Holder's Name _____ License Number _____ Expiration Date _____

_____ Mailing Address (May be a P.O. Box) _____

_____ City _____ State _____ Zip Code _____

_____ Telephone Number _____ Email Address _____

By my signature below, I certify that:

- I am a licensed active sales agent and have notified my broker that I am placing my sales agent's license on inactive status.
- I am a licensed active broker and have notified all sales agents sponsored by me and/or any entity that I serve as a designated officer, manager or partner of my decision to place my broker's license on inactive status.
- The business entity is a licensed active broker and has notified all sales agents sponsored by it and any designated officer, manager or partner of its decision to place its broker's license on inactive status.
- I am a licensed active broker who does not currently sponsor any sales agents and I am placing my broker's license on inactive status.

While on inactive status, the license holder will not perform any act for which a real estate license is required.

_____ Printed Name* _____ Signature* _____ Date _____

*If business entity: printed name and signature of designated broker is required.

PRIVACY NOTICE

In accordance with Chapter 559, Government code, the following notice about certain information laws and practices is given.

- (1) With few exceptions, an individual is entitled on request to be informed about the information that a state governmental body collects about the individual.
- (2) Under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information.
- (3) Under Section 559.004 of the Government Code, the individual is entitled to have the governmental body correct information about the individual that is incorrect

This document is available on the TREC website at www.trec.texas.gov