



**State of Rhode Island and Providence Plantations**  
**DEPARTMENT OF BUSINESS REGULATION**  
**Division of Commercial Licensing and Racing and Athletics**  
**REAL ESTATE SECTION**  
**John O. Pastore Center, Bldg. 69-1**  
**1511 Pontiac Avenue**  
**Cranston, RI 02920-0942**  
**Tele: (401) 462-9506 Fax: (401) 462-9645**  
**www.dbr.state.ri.us**

**APPLICATION FOR BRANCH OFFICE LICENSE**

Whenever an agency maintains a branch office, every such office shall comply with the provisions of Rule 16. See our website @ [www.dbr.state.ri.us](http://www.dbr.state.ri.us)

The principal broker of the agency (not the office supervisor) must continue to sign all forms and documents submitted to this department. If the agency is a corporation, LLC, or partnership, another officer of the corporation, LLC or partnership who holds an active broker license may sign applications or transfers of licenses, provided that a power of attorney is on file with the Real Estate Section of the Department of Business Regulation.

Branch office licenses expire annually on April 30<sup>th</sup>.

**FEE: \$25.00 – MAKE CHECK PAYABLE TO R.I. GENERAL TREASURER**

DATE OF APPLICATION \_\_\_\_\_

NAME OF AGENCY \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME OF PRINCIPAL BROKER \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

BRANCH OFFICE ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME OF OFFICE SUPERVISOR \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

**For Office Use Only**

LICENSE ISSUED \_\_\_\_\_