

TITLE 10. INVESTMENT  
CHAPTER 6. REAL ESTATE COMMISSIONER

Sections amended, effective May 31, 2018

**§ 2715. Business and Residence Addresses of Licensees.**

Every real estate broker, except a broker acting in the capacity of a salesperson to another broker under written agreement, shall maintain on file with the commissioner the address of his or her principal place of business for brokerage activities, the address of each branch business office and his or her current mailing address, if different from the business address.

Every broker who is acting in the capacity of a salesperson to another broker under written agreement shall maintain on file with the Commissioner the address of the business location where he or she expects to conduct most of the activities for which a license is required and his or her current mailing address.

A real estate salesperson shall maintain on file with the Commissioner his or her current mailing address, and when applicable, the address of the principal business office of the responsible broker to whom the salesperson is at the time licensed.

Whenever there is a change in the location or address of the principal place of business or of a branch office of a broker, that broker shall notify the Commissioner thereof not later than the next business day following the change.

This section shall apply to those who are licensed and to those who have license rights under Section 10201 of the Code.

Note: Authority cited: Section 10080, Business and Professions Code. Reference: Sections 10162, 10163 and 10201, Business and Professions Code.

**§ 2728.5. Broker Associate Operating from Branch Offices.**

A real estate broker acting in the capacity of a salesperson to another broker under written agreement may perform acts for which a license is required on behalf of the responsible broker at any place of business at which the responsible broker is currently licensed to perform acts for which a real estate license is required.

Note: Authority cited: Sections 10080 and 11001, Business and Professions Code. Reference: Sections 10162 and 10163, Business and Professions Code.

**§ 2752. Notice of Change of Responsible Broker.**

Whenever a real estate salesperson enters the employ of a real estate broker, or whenever a real estate broker enters into a written agreement to act in the capacity of a salesperson to another broker, the responsible broker shall notify the Commissioner of that fact within five days. This notification shall be given on a form prepared by the Bureau and shall be signed by the responsible broker and the salesperson or broker acting as a salesperson. The form of notification shall provide for the furnishing of at least the following information:

- (1) Name and business address of the responsible broker.
- (2) Mailing address of the salesperson or broker acting as a salesperson, if different from the responsible broker's business address.
- (3) Date when the salesperson or broker acting as a salesperson entered a written employment or retention agreement with the responsible broker.
- (4) Certification by the salesperson that he or she has complied with the provisions of Section 10161.8(d) of the Business and Professions Code.
- (5) When a salesperson is entering employment or a retention agreement, the name and business address of the real estate broker to whom the salesperson was last licensed and the date of termination of that relationship.
- (6) When a salesperson is entering employment or a retention agreement, certification by the salesperson that the predecessor responsible broker has notice of the termination of the relationship.

As an acceptable alternative to (5) and (6) above, the form may be utilized by the predecessor responsible broker to give notice of the termination of the broker/salesperson contract relationship as required by Section 10161.8(b) of the Business and Professions Code if this notice is mailed to the Commissioner not more than ten days following such termination.

A responsible broker that is involved in a contract to employ or retain another broker to act in the capacity of a salesperson must give notice of the termination of that broker/broker contract relationship as required by Section 10161.8(b) of the Business and Professions Code by mailing such notice to the Commissioner not more than ten days following such termination.

Note: Authority cited: Section 10080, Business and Professions Code. Reference: Section 10161.8, Business and Professions Code.