

PRLS ADDITIONAL LOCATION INFORMATION

RE 274 (Rev. 6/24)

Read RE 254 and information on reverse side before completing this application.

LICENSEE INFORMATION

1. LICENSEE'S NAME (LIST AS SHOWN ON LICENSE CERTIFICATE.)

2. MAIN OFFICE ADDRESS (STREET ADDRESS, CITY, STATE, ZIP CODE)

3. MAILING ADDRESS (STREET ADDRESS OR POST OFFICE BOX, CITY, STATE, ZIP CODE)

ADDITIONAL LOCATION INFORMATION		DRE USE ONLY	
4A. TRANSACTION TYPE <input type="checkbox"/> ADD <input type="checkbox"/> RENEW <input type="checkbox"/> CANCEL	4B. BUSINESS TELEPHONE NUMBER ()	CONTRACT APPROVED	
4C. ADDITIONAL LOCATION ADDRESS		BOND NUMBER	DATE APPROVED
4D. NAME OF DESIGNATED AGENT		EFFECTIVE DATE	EXPIRATION DATE
5A. TRANSACTION TYPE <input type="checkbox"/> ADD <input type="checkbox"/> RENEW <input type="checkbox"/> CANCEL	5B. BUSINESS TELEPHONE NUMBER ()	CONTRACT APPROVED	
5C. ADDITIONAL LOCATION ADDRESS		BOND NUMBER	DATE APPROVED
5D. NAME OF NEW DESIGNATED AGENT		EFFECTIVE DATE	EXPIRATION DATE
6A. TRANSACTION TYPE <input type="checkbox"/> ADD <input type="checkbox"/> RENEW <input type="checkbox"/> CANCEL	6B. BUSINESS TELEPHONE NUMBER ()	CONTRACT APPROVED	
6C. ADDITIONAL LOCATION ADDRESS		BOND NUMBER	DATE APPROVED
6D. NAME OF NEW DESIGNATED AGENT		EFFECTIVE DATE	EXPIRATION DATE
7A. TRANSACTION TYPE <input type="checkbox"/> ADD <input type="checkbox"/> RENEW <input type="checkbox"/> CANCEL	7B. BUSINESS TELEPHONE NUMBER ()	CONTRACT APPROVED	
7C. ADDITIONAL LOCATION ADDRESS		BOND NUMBER	DATE APPROVED
7D. NAME OF NEW DESIGNATED AGENT		EFFECTIVE DATE	EXPIRATION DATE

Certification

I certify under penalty of perjury that the answers and statements given in this application are true and correct. I understand that the Department of Real Estate cannot refund the fees submitted with this application.

SIGNATURE OF PRLS LICENSEE OR LICENSED OFFICER 	DATE
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PRINTED NAME OF LICENSED OFFICER, IF APPLICATION IS FOR A CORPORATION.

DRE USE ONLY

IDENTIFICATION NUMBER	COPY TO CONTRACT REVIEWER	DATE LICENSE SENT	PROCESSOR'S NUMBER	NOTES

GENERAL INFORMATION

- ♦ **Type or print clearly in ink.**
- ♦ Complete all requested information on the front of this form.
- ♦ This form may be used by either Individual or Corporate licensees to add, renew or cancel additional PRLS locations.
- ♦ You may not conduct business from the location(s) listed on the front of this application until the license has been issued.
- ♦ New or amended contracts must be approved prior to use **and** prior to a license being issued.
- ♦ Please read the following information before completing and submitting this form.
- ♦ Refer to RE 254 for licensing information/requirements, and bond and/or rider information.
- ♦ Refer to RE 260 for a listing of fees.

ADDITIONAL LOCATION(S)

- Check either the add, cancel or renew box.
- Enter the business telephone number for location listed.
- Enter the complete address of the location. If a street address is not available, enter the physical location (*the nearest intersection and the distance to it*). Do not list a post office box alone.
- Enter the name of the designated agent for the location listed (refer to RE 254).

FEE AND MAILING INFORMATION

What to submit:

Cancellation of Location

- Completed application (RE 274)

Renewal of Location

- Completed application (RE 274)
- Appropriate fee for *each* location
- Completed renewal application (RE 255 for officer; RE 261 for individual)

Addition of Location

- Completed application (RE 274)
- Appropriate fee for *each* location
- \$10,000 bond

Make check or money orders payable to:

Department of Real Estate

Mail To:

Department of Real Estate
651 Bannon Street, STE 504
ATTN: PRLS UNIT
Sacramento, CA 95811
