



LICENSEE NAME CHANGE | REL-100

This is a fillable form

Form with fields: License Number, Licensee Name as shown on license, New Name, New Expiration Date (see chart below), Old Expiration Date

First Letter of Last Name:

- “B”
“C”
“D” and “E”
“F” and “G”
“H”
“I,” “J,” “K” and “L”
“M”
“N,” “O” and “P”
“Q” and “R”
“S”
“T,” “U” and “V”
“W,” “X,” “Y,” “Z” and “A”

Expiration Date:

- December 31 of each even-numbered year
February 28 of each odd-numbered year
April 30 of each odd-numbered year
June 30 of each odd-numbered year
August 31 of each odd-numbered year
October 31 of each odd-numbered year
December 31 of each odd-numbered year
February 28 of each even-numbered year
April 30 of each even-numbered year
June 30 of each even-numbered year
August 31 of each even-numbered year
October 31 of each even-numbered year

- Enclosed is my original wall license. Alternatively, enclosed is a copy of my original wall license which has been marked “Cancelled” signed and dated by my Supervising/Branch Broker.
Enclosed is my fee for the number of months my expiration date is extended at \$5 per month for Salespersons or \$7 per month for Brokers. If the new expiration date is sooner than the old expiration date, a prorated refund will be issued. A fee is not required if the expiration date hasn’t changed.
To change your contact information, log in to your account at www.krec.ks.gov.

LICENSEE SIGNATURE

SIGNATURE

DATE SIGNED

KREC USE ONLY
Date Entered: \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Initials: \_\_\_\_\_



**Kansas Real Estate Commission**

Jayhawk Tower  
700 SW Jackson St Ste 404  
Topeka, KS 66603-3785

krec@ks.gov (785) 296-3411  
Fax: (785) 296-1771 www.krec.ks.gov

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**CREDIT CARD PAYMENT INFORMATION**

For name changes resulting in an **extension** of the license expiration date

\$5.00 per month for Salespersons, or \$7.00 per month for Brokers

Licensee Name:	Card Holder: (if different than licensee)	Email Address: (optional/for electronic receipt)
Card Number:	Expiration Date:	Zip Code:
Card Type:		
<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express <input type="checkbox"/> Discover

Submit to the Kansas Real Estate Commission by:  
Email: [krec@ks.gov](mailto:krec@ks.gov) or Fax: 785-296-1771

After processing your payment, this document will be shredded.

To provide credit card information by phone, call 785-296-3411 after submitting the form.