



**Tennessee Real Estate Commission
FIRM UPDATES FORM**

Please complete the form in its entirety. If a section is not applicable, please mark as not applicable.

Check the appropriate box below:	Action	Transaction	Fee	Questions	Answer (Yes/No)
	Change of Firm Address	8005	No Fee	Have you attached your zoning letter?	
	Designate Principal Broker	8095	\$25	Are you transferring from another firm?	
	Remove Principal Broker	8997	No fee	Do you have a Principal Broker replacing you?	

Change of Firm Address

Please complete this section in its entirety. If a section is not applicable, please mark as not applicable.

	Street	City	State	Zip	License Number
Old Firm Address	_____				
New Firm Address	_____				
Firm Name:	Principal Broker	_____			
	Signature:	_____			

Designate Principal Broker

Please complete this section in its entirety. If a section is not applicable, please mark as not applicable.

Are you upgrading at the same firm, transferring from another firm or a new broker? _____

Releasing Principal Broker Name: _____ License #: _____ Signature: _____

Designated Principal Broker Name: _____ License #: _____ Signature: _____

Firm Name & License Number: _____

Remove Principal Broker

Please complete this section in its entirety. If a section is not applicable, please mark as not applicable.

Are you downgrading at the same firm, transferring to another firm or changing status? _____

Removed Principal Broker Name: _____ License #: _____ Signature: _____

Firm Name & License Number: _____

Tenn. Comp. R. & Regs. 1260-02-.38 requires the new Principal Broker to complete the "Designate Principal Broker" section. The Commission must be notified within ten (10) days of a Principal Broker's absence.

Notes: _____