



**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

Public access is available by appointment only

**OPEN COMPANY OR BRANCH OFFICE FORM | REC-430**

<b>FEES - \$100</b>	<b>This is a fillable form</b>
Complete the attached payment form or submit a \$100 check or money order payable to KREC.	

<b>COMMISSION USE ONLY</b>
Company Number: _____

<b>AFFILIATED LICENSEES</b>
To transfer a license into this new company or branch office, licensees and brokers must complete the License Change Form (REL-300). To affiliate a license with this new company or branch office in addition to the current affiliations, licensees and brokers must complete the Add Additional Affiliation Form (REL-330). All forms are available on the KREC website.

<b>TRUST ACCOUNT</b>
Will you maintain a trust account? <input type="checkbox"/> Yes* <input type="checkbox"/> No    * If yes, complete and return the attached Trust Account Form (REC-500).

**NEW INFORMATION**

COMPANY NAME		FRANCHISE NAME	
ADDRESS			
CITY	STATE	ZIP	COUNTY
PHONE	FAX		EMAIL

**CHECK ONE OF THE FOLLOWING:** THIS IS A  NEW COMPANY OR A  NEW BRANCH OFFICE OF A MAIN COMPANY.  
IF A NEW BRANCH OFFICE, WILL THE BRANCH OFFICE MAINTAIN TRANSACTION RECORDS?  YES  NO, THEY WILL BE KEPT AT MAIN OFFICE

**SUPERVISING/BRANCH BROKER CERTIFICATION**

*I declare under penalty of perjury under the laws of the State of Kansas that I have read and understand this form and that the information provided is true, correct and complete to the best of my knowledge.*

\_\_\_\_\_  
PRINTED NAME OF SUPERVISING/BRANCH BROKER

\_\_\_\_\_  
LICENSE NUMBER

\_\_\_\_\_  
SIGNATURE OF SUPERVISING/BRANCH BROKER

\_\_\_\_\_  
DATE SIGNED

**BRANCH CERTIFICATION** - Complete the following information only if you are submitting this form to add a branch office.

\_\_\_\_\_  
PRINTED NAME OF MAIN OFFICE SUPERVISING BROKER

\_\_\_\_\_  
LICENSE NUMBER

\_\_\_\_\_  
SIGNATURE OF MAIN OFFICE SUPERVISING BROKER

\_\_\_\_\_  
DATE SIGNED



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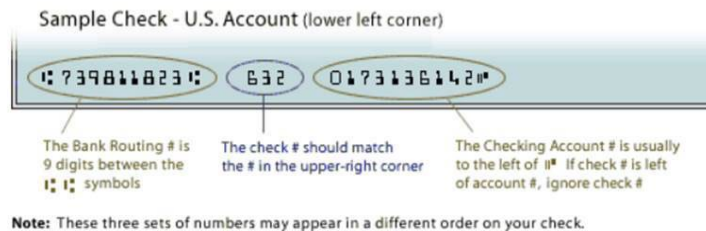
**for \$100 Open Office Fee**

**Option 1: CREDIT CARD PAYMENT INFORMATION**

Licensee Name:	Card Holder: <small>(if different than licensee)</small>	Email Address: <small>(optional/for electronic receipt)</small>
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		

**Option 2: ELECTRONIC CHECK PAYMENT INFORMATION**

Account Holder Name:	Email Address: <small>(optional for electronic receipt)</small>	
Transaction Type: <input type="checkbox"/> Personal <input type="checkbox"/> Business	Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Check Number:
Account Number:	Routing Number:	



Submit to the Kansas Real Estate Commission by:

Email: [krec@ks.gov](mailto:krec@ks.gov)

Fax: 785-296-1771

After processing your payment, this document will be shredded.

If you prefer to provide your credit card or electronic check information by phone, call 785-296-3411.



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**(Omit this page if the new company or branch will not maintain a trust account.)**

**TRUST ACCOUNT FORM | REC-500**

**Consent to Audit Trust Account**

**INSTRUCTIONS**

Complete this form if you are currently maintaining a Trust Account or for approval to maintain an account. Each new form submitted replaces all others on file with KREC. A separate form must be completed for each account maintained. **This is a fillable form.**

**COMPANY INFORMATION**

Broker Name		Broker License Number	
Company Name		Company Number	Franchise Name
Address line 1			
Address line 2			
City	State	Zip	County

IS YOUR COMPANY A CORPORATION, PARTNERSHIP, LLC, LLP, OR PA?     NO     YES, I HAVE COMPLETED PAGE 2

**ACCOUNT INFORMATION**

Account Name <small>(ACCOUNT MUST INCLUDE THE WORDS "TRUST ACCOUNT")</small>		Account Number	
Bank, Saving and Loan Association, or Credit Union Name			
Street Address			
City	State	Zip	County

**SUPERVISING/BRANCH BROKER CERTIFICATION**

*I hereby authorize the aforementioned bank, savings and loan association or credit union to allow any representative of the Kansas Real Estate Commission to examine the aforementioned account at any time and to obtain any copies of any records or information therefrom.*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE SIGNED



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**TRUST ACCOUNT FORM | REC-500**

**Business Entity Addendum**

**INSTRUCTIONS**

Complete and attach this Report if your company is a Corporation, Partnership, LLC, LLP, or PA. **This is a fillable form.**

In the area provided, give a complete list of all officers of the corporation or members of the partnership, LLC or professional association, the office held by each (or designate as partner/member), and their Kansas real estate license number, if licensed.

If the officer/partner/member is not licensed in Kansas, check "Unlicensed."

If additional space is required, attach a separate copy of this page.

CORPORATION  PARTNERSHIP  LLC  LLP  PA

NAME: \_\_\_\_\_

Name of Officer/Partner/Member	Title	KREC License #	Unlicensed
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

**SUPERVISING/BRANCH BROKER CERTIFICATION**

*I declare under penalty of perjury under the laws of the State of Kansas that I have read and understand this form and that the information I have provided is true, correct and complete to the best of my knowledge.*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE SIGNED