



## BROKER OFFICE ADD/CHANGE

Complete this form when changing or adding office(s)

[www.CDAROnline.org](http://www.CDAROnline.org) | 760-346-5637

This form is to be used when making changes to existing offices (address, phone number, office name, etc.) or to add offices/branches.

**Change Existing Office Information\***

**Add Office/Branch**

**\* Note: if you are changing existing office name, it must reflect in the Department of Real Estate (DRE) as a registered DBA before the change can be made.**

New Office Name: \_\_\_\_\_ Office ID #: \_\_\_\_\_

Old Office Name: \_\_\_\_\_

New Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

New Phone Number: \_\_\_\_\_

New Website: <https://> \_\_\_\_\_

Additional Changes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Broker's Name: \_\_\_\_\_

Broker's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***The Broker's signature is required for this form to be considered valid for processing by CDAR staff.***

**FOR CDAR ADMIN ONLY:** Date Processed: \_\_\_\_\_