

MICHIGAN REAL ESTATE BROKER COMPANY AND BRANCH OFFICE LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a real estate broker company and branch office license.)

APPLICATION AND FEES

- Broker Company** - Online Application for a Real Estate Broker Company License - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting www.michigan.gov/miplus

- Broker Company Application Fee + 3 year license fee: (Must be paid by Visa, Mastercard, or Discover credit or debit card)
 - Broker Company New Application: \$143.00
 - Relicensure Application: \$163.00
 - Renewal Fee - \$108.00

- Branch Office Application Fee + 3 year license fee: (Must be paid by Visa, Mastercard, or Discover credit or debit card)
 - Branch Office New Application: \$70.00
 - Relicensure Application: \$90.00
 - Renewal Fee - \$60.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Michigan Business Address** – A real estate broker shall maintain a place of business in this state.

- Principal Associate Broker** – A Principal Associate Broker License Application must be submitted for individuals who are control persons of the Broker Company and will be performing acts regulated under Article 25 of the Occupational Code, PA 299 of 1980 as principals. This application can be completed by visiting www.michigan.gov/miplus.

- Branch Office License** - If a Broker Company is operating out of more than one location, the additional location(s) must be licensed as a Branch Office. Online application can be completed by visiting www.michigan.gov/miplus, select **MiPlus Login**, select “**Modification**” next to your license number and then select “**Real Estate Branch Office Application**”.

Branch office licenses expire on the same date as the Broker Company license.

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RELICENSURE (REQUIREMENTS FOR A LAPSED REAL ESTATE BROKER COMPANY LICENSE)

- Relicensure Application for Real Estate Broker Company – Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting www.michigan.gov/miplus

Branch office licenses associated with the broker company license will automatically be relicensed along with the company. If you no longer wish to maintain a branch office license, you may select “**Remove**” prior to application submission.

- Relicensure Application Fee + 3 year license fee: (Must be paid by Visa, Mastercard or Discover credit or debit card)

Broker Company: \$163.00
Branch Office: \$90.00

RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Real Estate Broker Company Renewal – Can be completed by visiting www.michigan.gov/miplus

Branch office licenses associated with the broker company license will automatically be renewed when the company license is renewed. If you no longer wish to renew a branch office license, you may select “**Remove**” prior to application submission.

- Renewal Fee: (Must be paid by Visa, Mastercard, or Discover credit or debit card)

Broker Company: \$108.00*
Branch Office: \$60.00*

*A \$20.00 late fee applies for those who renew during the 60-day late renewal period following the expiration date of the license.

- Renewal Cycle 3 years
- Accept Renewal Attestation

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/occupationallicense and clicking on the real estate link you can access the following helpful resources and forms:

Resources:

- [Occupational Code](#)
- [Administrative Rules for Real Estate Salespersons and Brokers](#)