

MICHIGAN REAL ESTATE BROKER COMPANY AND BRANCH OFFICE LICENSING GUIDE

OVERVIEW:

The real estate broker company license is intended for business entities such as a corporation or limited liability company who have a Michigan physical location. A broker company must be represented by at least one principal associate broker.

The real estate branch office license is intended for a real estate broker that maintains more than one place of business in the state. If that location is 25 miles or more away, the branch office must be under the direct supervision of an associate broker.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Occupational Code and Administrative Rules for this profession can be found at the end of this guide.

LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

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

- 3 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)
 Real Estate Broker Company New Application: \$143.00
 Real Estate Branch Office New Application: \$70.00

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 applications for a Branch Office can be completed by visiting www.michigan.gov/miplus, select MiPlus Login, select “Modification” next to your license number

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and then select “Real Estate Branch Office Application”. **Branch office licenses expire on the same date as the Broker Company license.**

**ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE
(These are in addition to the requirements stated above that apply to All Applicants)**

- Online Application can be completed by visiting www.michigan.gov/miplus and selecting **MiPLUS Login**. Once logged in, click on the “**Licenses**” tab, select “**Modification**” next to your license number and then select “**Relicensure**.”

- 3 year Application Fee: (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
Real Estate Broker Company Relicensure: \$163.00
Real Estate Broker Branch Office Relicensure: \$90.00
 - 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.

RENEWAL REQUIREMENTS CHECKLIST

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

- Real Estate Broker Company Renewal Fee – \$108.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card.)
- Real Estate Branch Office Renewal Fee – \$60.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card.)
 - 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.

- Renewal Cycle: 3 years

- Accept Renewal Attestation – If you have not met the requirements and cannot certify to the above statement at the time of your renewal application, you should not submit the online renewal application.

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HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/occupationallicense and clicking on the Real Estate Broker/Salesperson link you can access the following helpful resources and forms:

Resources:

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