



South Carolina Department of Labor, Licensing and Regulation

South Carolina Real Estate Commission

110 Centerview Dr. • Columbia • SC • 29210

P.O. Box 11847 • Columbia • SC 29211-1847

Phone: 803-896-4400 • Contact.REC@llr.sc.gov • Fax: 803-896-4427

llr.sc.gov/re

BIC/PMIC TRANSFER OF REAL ESTATE LICENSE

This form is for a current Broker-in-Charge or Property Manager-in-Charge seeking to step down from their current position and change their firm or management office to become an active status broker or property manager at a different office.

An active Broker, Salesperson or Property Manager wishing to transfer offices should utilize the [Online License Transfer system](#). This form will not be processed if submitted for a transfer other than for a BIC or PMIC.

I. APPLICANT INFORMATION:

License Type: Broker-in-Charge Property Manager-in-Charge

Name: _____ License No: _____
(As shown on License)

Mailing Address: _____
(Street/PO BOX, City, State, Zip)

Home Address: _____
(Street, City, State, Zip)

Phone: _____ Email Address: _____

Licensee Signature

Date

II. Licensee Supervision:

This section should be completed by the Broker-in-Charge or Property Manager-in-Charge of the office where the licensee is transferring.

Company Name: _____ Office Code: _____

Mailing Address: _____
(Street, City, State, Zip)

Signature of Broker/Property Manager-in-Charge

Date

Print Name of Broker/Property Manager-in-Charge

License Number