



## TEAM NAME REGISTRATION INSTRUCTIONS

The [Team Name Registration form](#) will be posted upon approval by the Governor of the Emergency Rules submitted by the Oklahoma Real Estate Commission. **Please DO NOT register team names prior to midnight on October 31, 2017.** Any registrations received before that time will be rejected and payment (if any) will be returned.

Each team name must be registered on a separate form, and the fee for each team registration is \$100.00. Team Name Registration forms will require the following information:

- Broker Name and License Number
- Name of Brokerage and Brokerage License Number
- Brokerage Address, Phone Number and Email
- Broker Signature and Date Signed

For online registration, email the completed form to [Jennifer@orec.ok.gov](mailto:Jennifer@orec.ok.gov). You will then receive a separate email (during regular business hours) with payment instructions. Registration is not complete until payment is received.

For mail-in or in-person registration, print the form and send, along with payment, to OREC, 1915 N. Stiles, Suite 200, Oklahoma City, OK 73105. If you'd like to turn in your payment in person, our office is open from 8:00 a.m. – 4:45 p.m., Monday thru Friday.