

**TENNESSEE REAL ESTATE COMMISSION
CERTIFICATION REQUEST FORM (Revised 08/12/16)**

500 James Robertson Parkway, Suite 180
Nashville TN 37243-1151
Trec.info@tn.gov or 1-615-741-2273

Date: _____

PLEASE READ THE FOLLOWING INFORMATION AND INSTRUCTIONS:

- The certification will include the license history.
- Certification will be mailed from our office **10-15** working days after we receive this completed form and fee in our office. Please allow adequate time for the mail to be processed both ways. The STATE mail service and department cashier process requires additional time to get this request to our office. PLEASE PLAN ACCORDINGLY. You may request the Certificate be emailed to you instead of receiving a mailed copy.
- The fee for each certification is **\$25.00** per copy (Hard copy or Email)

Amount enclosed: \$25.00 X Number of Certifications __ = \$ _____

Licensee's Name: _____

Tennessee License/I.D. No.: _____

Affiliate: _____ **Broker:** _____ **Firm:** _____ **Timeshare Salesperson:** _____

Certification of Licensure should be mailed to:

Individual Name: _____

Mailing Address: _____

City, State, Zip: _____

To expedite the receipt Certificate please provide an email address below

Email Certificate : _____