Letter of Certification Request

****A check or money order in the amount of $10.00 must accompany all requests. If your license has been cancelled for longer than two years, an additional $10.00 fee will need to accompany your request so that your file may be pulled from archives. If you have any questions regarding cancelled status, please contact the Commission****

Please Print in ink or type

1. **Name**:_____
   First Middle Last

2. **Social Security Number**: _____ - _____ - _____

3. **Mailing address**:_____

   City:_____ State:_____ Zip Code:_____

   Phone ( ) _____

   Business/Firm Information (if applicable):

   Firm Name:_____

   Address:_____

   City:_____ State:_____ Zip Code:_____

   Phone: ( ) _____ County:_____

4. **Reason for Request**: Personal Record Hud Re-certification
   Reciprocal License - Which State?_____

5. **Mail completed certification to:** Call I will pick it up #_____
   My home address above
   My firm/business address above

****The Commission will only mail certifications to either your home or business address.****

Office Use Only

File#_____ License#_____
Sales:_____ Exam: _____ Recip
Broker_____ Exam:_____ Recip
Escrow:_____
_____
Cancelled: _____
Complaints: Y/N _____

Mail Completed Application to:
Kentucky Real Estate Commission
Attn: Melissa Keithley
10200 Linn Station Road, Suite 201
Louisville, Kentucky 40223
(502) 429-7250
FAX (502) 429-7246