



State of Idaho
Division Of Occupational and Professional Licenses
Real Estate Commission

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

11341 W Chinden Blvd.
P.O. Box 83720
Boise, ID 83720-0063
(208) 334-3233
dopl.idaho.gov

TEAM NOTIFICATION FORM

INSTRUCTIONS: This form is used to create a record of current Teams in Idaho. Complete this form and have it signed by the Designated Broker before submitting it to the Idaho Real Estate Commission. **This form should be re-submitted to the Designated Broker every time an individual joins or leaves a Team.**

Section I: Team Information

Team Name: _____

Name of Team Lead: _____ License No.: _____

Name of Designated Broker: _____ License No.: _____

Brokerage Business Name: _____ License No.: _____

Team Lead's Direct / Cell Phone Number: _____ Email: _____

As the **Team Lead**, I will ensure this Team will comply with all laws and regulations concerning Team advertisements and ensure that the Team timely files accurate registration forms and registration updates. I have informed and notified ALL team Members of the Designated Broker's name and the Brokerage Licensed Business Name. We all know that ALL Team Advertising WILL contain the Brokerage Licensed Business Name (as it appears on the Idaho Real Estate License) and ALL Team Members will comply with all Idaho Real Estate License Laws, Rules, and Policies including Idaho Code 54-2053 and the Idaho Real Estate Commission Guideline number 12. Yes No

Printed Name of the Team Lead: _____ Date: _____

Signature of Team Lead: _____

As the **Designated Broker**, I will ensure this Team will comply with all laws and regulations concerning Team advertisements. I have informed and notified ALL Team Members of the Designated Broker's name and the complete Brokerage licensed business name. We all know that ALL Team Advertising WILL contain the Brokerage Licensed Business Name (as it appears on the Idaho Real Estate License), and ALL Team Members will comply with all Idaho Real Estate License Laws, Rules, and Policies including Idaho Code 54-2053 and the Idaho Real estate Commission Guideline number 12. Yes No

Printed Name of Designated Broker: _____ Date: _____

Signature of Designated Broker: _____

A copy of this Complete Form (Sections I and II) should be retained by the Team Lead and the Designated Broker.

