

Remove/Deactivate Affiliated Licensees

Click **REMOVE AFFILIATED LICENSEES** on the menu

Menu	
Name/Contact Info Change	
Renew License	
Affiliation Change	
Status Change	
License Certification	
Branch Address Change	
Approve Changes	
Remove Affiliated Licensees	
Logout	

Company\Branch Office Home Page

The list below displays all companies and or branch offices currently registered with US.

Company\Branch Office

Name: Doe - Test Realty
Address: 129 main
12312
Topeka, KS 66603

Company	Documents		
Issue Date:	7/1/2019		
Company Number:	CO00003038	Office Status:	Open
Branch Office	Documents		
Issue Date:	9/1/2019		
Branch Number:	BO00003039	Office Status:	Open
Branch Office	Documents		
Issue Date:	1/9/2020		
Branch Number:	BO00003070	Office Status:	Open

Click **CONTINUE** in the blue bar above the correct office then click **NEXT STEP**

Responsible Brokers and Branches

Select the company or branch you would like to submit an update for from the list below.

Company or Branch

Company	Continue
Kansas State Agency: KREC-Real Estate License Number: CO00003038 License Status: Open	
Issue Date: 7/1/2019 Expiration Date:	
Branch Office	Continue
Kansas State Agency: KREC-Real Estate License Number: BO00003039 License Status: Open	
Issue Date: 9/1/2019 Expiration Date:	
Branch Office	Continue
Kansas State Agency: KREC-Real Estate License Number: BO00003070 License Status: Open	
Issue Date: 1/9/2020 Expiration Date:	

Previous Step

Click **DELETE** on the blue bar above the licensee you wish to remove then click **SUBMIT** on the summary page



Manage Dependents

Your dependent records are listed below. Click the **Delete** link to mark a dependent record for removal. Press the **Add** button to add new dependent records. If no changes are necessary, press the **Next Step** button to mark this step complete.

Main Office - Branch Delete			
License Type:	Branch Office	Full Name:	Doe - Test Realty
Issue Date:	9/1/2019	License Number:	BO00003039
Expiration Date:			
Main Office - Branch Delete			
License Type:	Branch Office	Full Name:	Doe - Test Realty
Issue Date:	1/9/2020	License Number:	BO00003070
Expiration Date:			
Affiliated Licensee Delete			
License Type:	Broker	Full Name:	Little - TestER Doe
Issue Date:	7/1/2019	License Number:	00243582
Expiration Date:			
Affiliated Licensee Delete			
License Type:	Salesperson	Full Name:	Michelle - Test J Doe
Issue Date:	6/29/2018	License Number:	00241177
Expiration Date:			
Affiliated Licensee Delete			
License Type:	Broker	Full Name:	John Doe TESTER
Issue Date:	10/18/2017	License Number:	00240202
Expiration Date:			

Change Relationships Summary

The changes you have made are listed below. Please review this information to ensure it is correct. You may go back to any step in this process by clicking corresponding link on the left.

Name: Doe - Test Realty

Address

<input type="radio"/> Licensee Address:	129 main 12312 Topeka, KS 66603 alycia.smith@ks.gov 7855551212
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Affiliation Changes

If all the above information is correct please press the **Submit** button. Otherwise please go back and correct any information that is necessary.