

LLR REAL ESTATE COMMISSION  
ATTENTION: OFFICE NAME/ADDRESS CHANGE  
110 CENTERVIEW DRIVE – KINGSTREE BUILDING  
POST OFFICE BOX 11847  
COLUMBIA, SC 29211-1847  
TELEPHONE: (803) 896-4400

DOC#180 RA(R3/20)

Fees for company office name/address changes are temporarily waived. Please scan/send the completed forms to us by email at [Contact.REC@llr.sc.gov](mailto:Contact.REC@llr.sc.gov).

**COMPANY CHANGE OF ADDRESS/NAME APPLICATION**

**INSTRUCTIONS:**

1. Broker-in-Charge or Property Manager-in-charge must complete form and sign where indicated. Please type or print in black ink.
2. **BIC/PMIC MUST ALSO COMPLETE A PERSONAL ADDRESS CHANGE FORM IF HOME AND BUSINESS ADDRESS ARE THE SAME.**

NAME OF BROKER-IN-CHARGE OR PROPERTY MANAGER-IN-CHARGE OFFICE CODE – **REQUIRED**

COMPANY NAME - - - - FORMER NAME

FORMER STREET ADDRESS

FORMER P O BOX NUMBER

CITY

COUNTY

STATE

ZIP CODE

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COMPANY NAME - - - - NEW NAME (LIMITED TO 30 SPACES)

BUSINESS PHONE NUMBER

NEW STREET ADDRESS (LIMITED TO 23 SPACES)

NEW P O BOX NUMBER

CITY

COUNTY

STATE

ZIP CODE

DATE

SIGNATURE OF BROKER/PROPERTY MANAGER-IN-CHARGE