



Bureau of Professional and Occupational Affairs  
**Real Estate Commission**  
PO Box 2649, Harrisburg, PA 17105-2649  
717-783-3658; 717-787-0250 (FAX)

## REPORT OF QUALIFIED ASSOCIATION

### DIRECTIONS

\*\*QUALIFIED ASSOCIATIONS ARE CORPORATIONS, LIMITED LIABILITY PARTNERSHIPS (LLP), LIMITED PARTNERSHIPS (LP), OR LIMITED LIABILITY CORPORATIONS (LLC) REGISTERED WITH THE PENNSYLVANIA CORPORATION BUREAU OR THE CORPORATION BUREAU OF ANOTHER STATE THAT **DO NOT**:

1. Possess any real estate licenses **OR**
2. Hold itself out to the public as providing real estate or real estate related services

AND are solely owned by licensees who are affiliated with the same broker.

\*\*The name of a qualified association **CANNOT** be the name used to provide real estate services.

\*\* Ownership includes having any interest in the corporation, LLC, LLP or LP including being an officer or partner.

\*\* Owners **MUST** be currently licensed and **MUST** all be employed by the same broker.

### INSTRUCTIONS

1. The application responses must be typed or printed neatly in black or blue ink.
2. All questions in all sections **MUST** be answered. Statements are made under oath and are subject to Commission investigation. Falsification of answers or failure to answer any question may constitute grounds for taking disciplinary action against a license.
3. **FORMATION DOCUMENTATION.** Attach the applicable documentation, from the Pennsylvania Corporation Bureau or the Corporation Bureau where the entity is registered:
  - **Corporations**
    - a. For **Pennsylvania** corporations--**a photocopy of the approved articles of incorporation.**
    - b. For **out of state** corporations--**a photocopy of the certificate of authority to do business as a foreign corporation.**
  - **LLC, LLP, Partnerships and LP**
    - a. For **Pennsylvania** companies and partnerships--**a photocopy of the approved certificate of registration.**
    - b. For **out of state** companies and partnerships --**a photocopy of the certificate of authority to do business as a foreign limited liability company or partnership.**

Questions about entity filings should be directed to the Corporation Bureau, Department of State, Harrisburg, PA 17120, (717) 787-1057.

4. If eligible, a letter noting the establishment of a qualified association will be mailed directly to the qualified association's address indicated on this application.

