ARIZONA DEPARTMENT OF REAL ESTATE (ADRE)
Licensing Division
www.azre.gov
2910 N. 44th Street, Suite 100, Phoenix AZ 85018

DOUGLAS A. DUCEY
GOVERNOR

JUDY LOWE
COMMISSIONER

LICENSE CERTIFICATION REQUEST (FORM LI-217)

The Arizona Department of Real Estate (ADRE) will provide a Certification of Licensure based upon information contained within ADRE Electronic records. Information older than seven (7) years is not available and will not be provided. Employment history is not included in the Certification; limited employment history may be obtained from ADRE Public Database at www.azre.gov.

PAYMENT INFORMATION

- **Effective November 1, 2012 Fee: $3.00 for each Certification/$0.50 for each Postage.**
- **Acceptable Forms of Payment:**
  - ☐**Check, Money Order: (Enclosed with completed form)**
  - ☐**Visa, Mastercard, American Express, Discover (Call from ADRE staff for information)**
  - ☐**Cash: (Only accepted at ADRE office)**

SUBMIT COMPLETED FORM:

- Online and/or scan: visit ADRE Message Center – Licensing Click Here.
- Mail to: Arizona Department of Real Estate; 2910 N. 44th Street, Suite 100; Phoenix, AZ 85018.
- REQUEST CANNOT BE COMPLETED OVER THE COUNTER OR EXPEDITED. *Please allow approximately 5-7 business days of receipt for processing.*

PLEASE COMPLETE ALL INFORMATION REQUESTED.

Individual

Name:	License Number:	Date of Birth:	Email:	Phone Number

Mailing Address:	City:	State:	Zip:

Entity

Entity Name:	License Number:

Mailing Address:	City:	State:	Zip:

☐ **Attached Document From Outside Agency**

Agency Name:

☐ **Mail Directly to Outside Agency (No Copy to Licensee)**

Mailing Address:	City:	State:	Zip: