



## 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](http://www.azre.gov).

**PAYMENT INFORMATION**

- **Fee: \$3.00 for each Certification/\$0.50 for each Postage.**
- **Acceptable Forms of Payment:**
  - Check, Money Order: (Enclose with completed form)**
  - Visa, Mastercard, American Express, and Discover are accepted. Do not provide credit card numbers through the Message Center. A payment request will be sent to you after this form is received.**

**SUBMIT COMPLETED FORM:**

- By mail to: Arizona Department of Real Estate; 100 N. 15th Ave., Suite 201; Phoenix, AZ 85007.
- **REQUEST CANNOT BE EXPEDITED.** *Please allow approximately 5-7 business days of receipt for mailing. The most expeditious way to request a license certification is through the Message Center.*

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

Mailing Address:	City:	State:	Zip:
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