



3422 Duck Ave., Key West, FL 33040 • 305-296-8259 • www.keywestrealtors.org

NEW FIRM APPLICATION

FIRM INFORMATION

Date:			
Name as shown on broker license:			
Firm Name:			
Firm Address:			
Firm Phone:		E-Mail:	
Principal Broker:			
Designated Broker:		Website:	

COMPANY INFORMATION

Company structure:	☐ Sole Proprietor	☐ Partnership
	☐ Corporation	☐ LLC (Limited Liability Company)
Your position:	☐ Principal	☐ Partner
	☐ Corporate Officer	☐ Branch / Office Manager

DESIGNATED BROKER CERTIFICATION

Print Name of Designated Broker:		Date:	
Signature of Designated Broker:		Date:	

FEES

Application Fee (one-time): \$350

Annual Firm Fee: \$450

OFFICE USE ONLY

NRDS #:		NAVICA:	
QuickBooks:		Welcome Letter:	
Mailchimp:		New Member List:	
Paid:		Orientation:	