



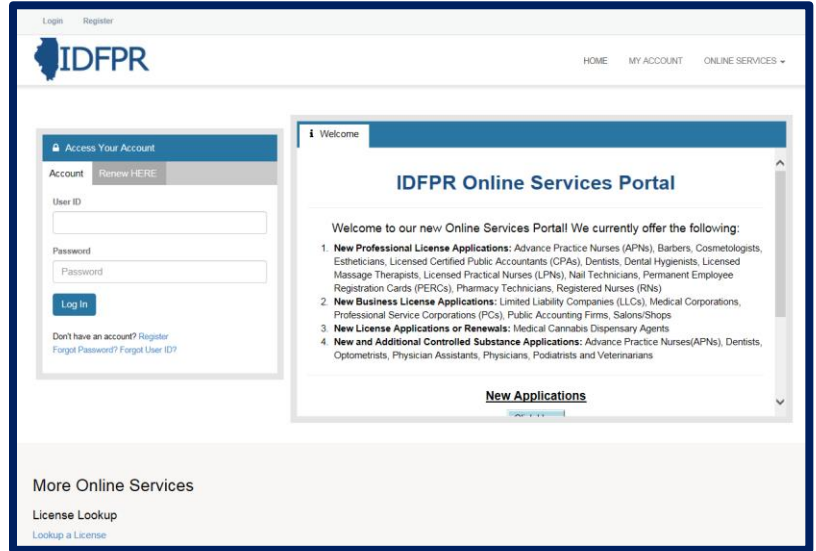
Online Instructions for Transferring Licensees

How to Transfer an Active License



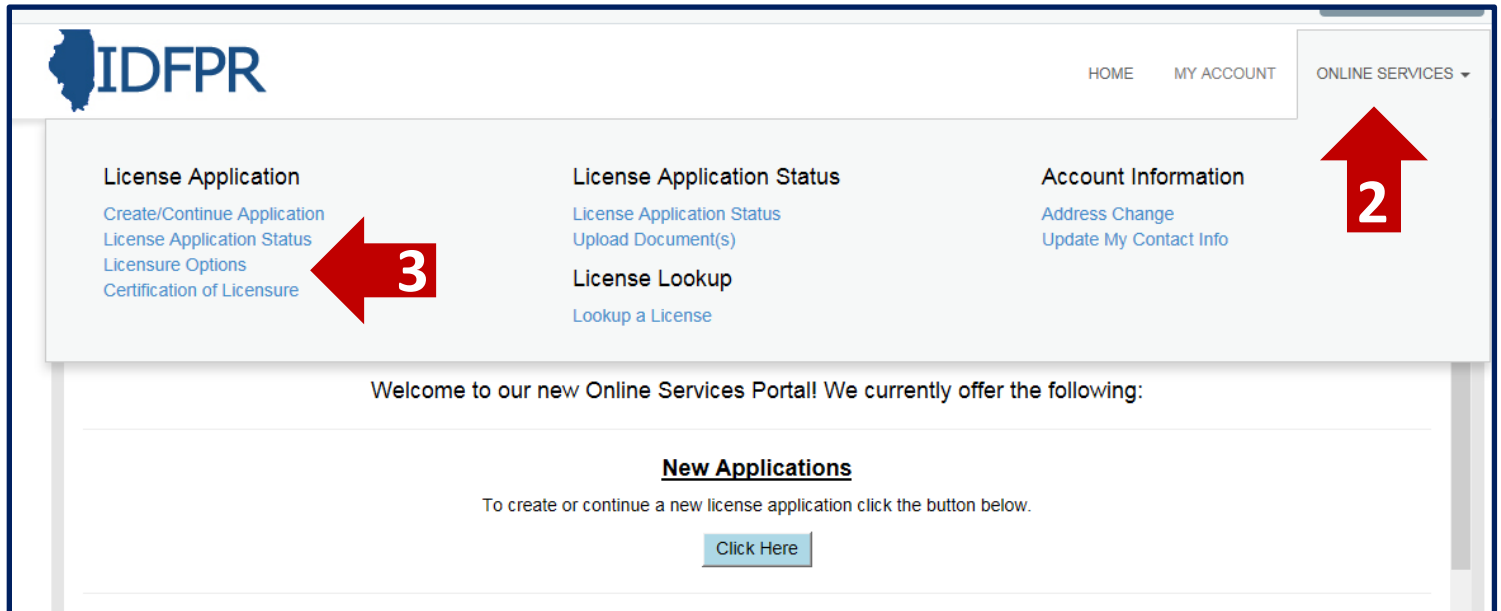
Step 1: Log into IDFPR Web Portal

(<https://ilesonline.idfpr.illinois.gov/DFPR/Default.aspx>)



Step 2: Click Online Services Link

Step 3: Click Licensure Options





Step 4: Begin (or Continue) a Transfer to a new Brokerage

To begin click the "Start" link.

Note: If you have any pending Transactions they will appear on this screen.



Step 5: Select type of Action

Transfer Active License to New Brokerage Firm

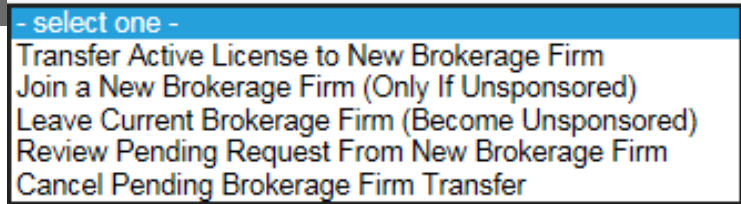
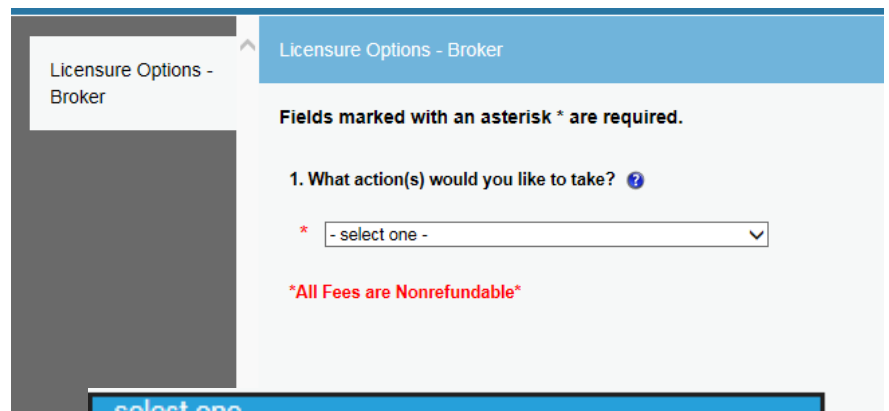
Process for changing firms while staying active during transfer

Join a New Brokerage Firm (Only If Un-sponsored)

Add yourself to a new Brokerage Firm if you are currently Inoperative

Leave Current Brokerage Firm (Become Un-sponsored)

Terminate from your current Sponsoring Broker



★ Review Pending Request from New Brokerage Firm

Review pending invitations to join a new Brokerage Firm

Cancel Pending Brokerage Firm Transfer

To cancel any pending requests to join a new Brokerage Firm

Note: Transfers must be approved within 7 calendar days or the fee will be forfeited.