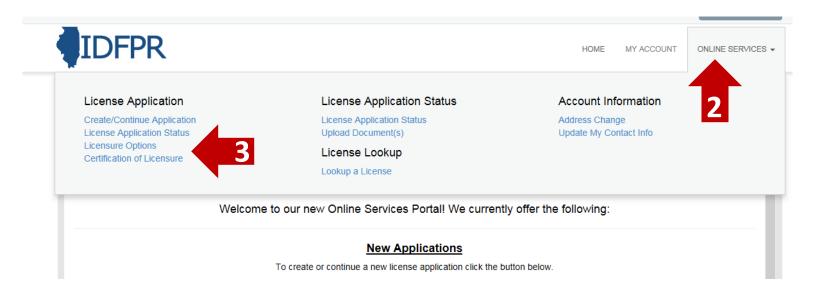


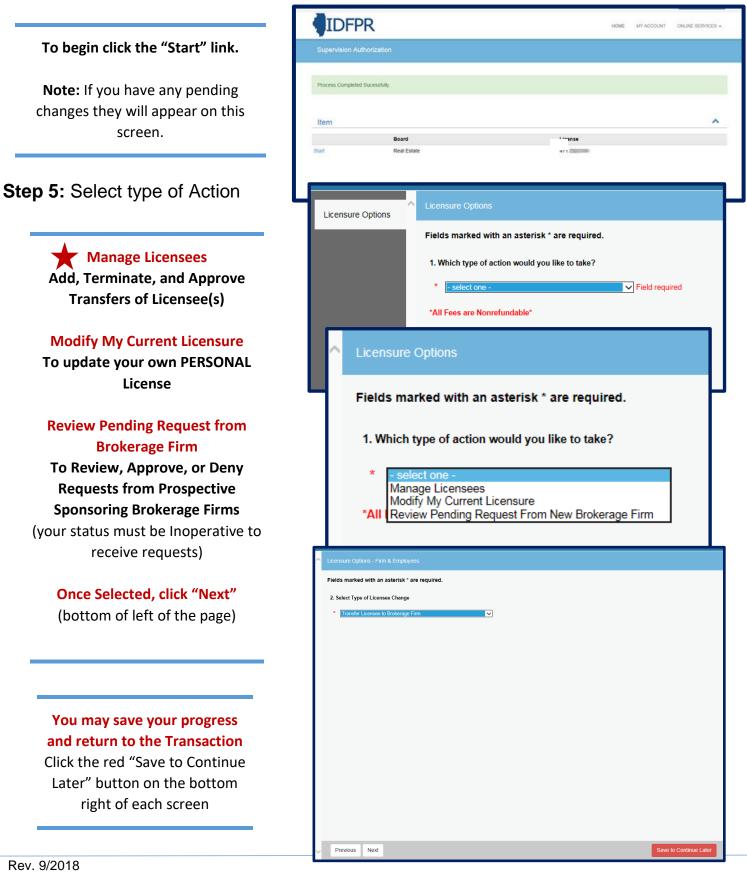
Step 2: Click Online Services Link

Step 3: Click Licensure Options



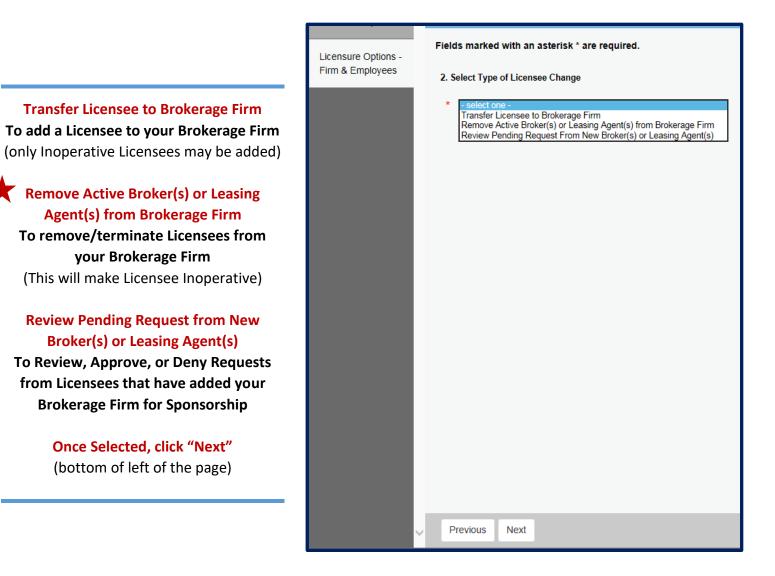


Step 4: Begin (or continue) Terminating Licensee(s)





Step 6: Select Type of License Change





Step 7: Select existing Licensee(s) for Termination via "Action" Icon

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	471.		7	
		~	475. 100 :	Active
Select Broker via "Action" icon	Licensure Options		475 HEATHER	Active
			475. 475. HILLARY	Active
Each existing Broker will	Licensure Options - Firm & Employees		475. PAMELA	Active
be listed for review.	, and a completion		475 SHARON	Active
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The "Action" icon is the	Broker(s)		475.1 RANDI	Active
paper and pencil to the			475.000 LAURA	Active
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Step 7: Review list of Action(s) taken

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The system displays all existing Licensees and their statuses. Each Licensee selected on the previous step, should display as "Terminate"

It is important to scroll through the list to verify all intended Licensee(s) are in the proper status.

Click "Finish" to make the changes official.

Email notifications will be sent to the Licensee and the Managing Broker for confirmation.

The transaction is completed.