

Applications are now submitted electronically through "My Iowa PLB", AKA DataPro.

Submit this type of application only if you currently have an Iowa broker license and are changing the type of that license to an "officer."

You will be required to attach legal proof that you are a member, officer or partner of the company. That could be a copy of the articles of incorporation (or organization), certified copy of board meeting minutes where you were voted in to be an officer, etc. Also, proof of E&O insurance effective after the conversion will be a required attachment.

If you are opening a new company not yet licensed in Iowa, then you must first be placed on inactive status, if not already inactive, by your current employing broker. Once you are inactive then the new firm application must also be submitted electronically along with this application.

There is no fee to change from a broker associate to a broker officer.