



312.803.4900
@ChicagoREALTORS
www.ChicagoREALTOR.com/upload

Personal Name Change Request

If you wish to change your name, you must first change it with the Licensing Agency by contacting IDFPR at 800-560-6420. According to the Licensing Agency it is the responsibility of each licensee to immediately notify the Division of any change of name, address, or office location. For example, if the licensee has had a name change either by court order or due to a change in marital status, the licensee must notify the Division of the name change together with a certified copy of the marriage certificate or portions of the court order relating to the name change, and indicate under which name the license shall issue. If the licensee regularly practices under a diminutive of their first name (e.g., Meg for Margaret or Mark for Mariusz or Sam for Shamim), last name or a middle name instead of the licensee's full legal name, the licensee shall notify the Division of the alternate name.

The formal name we maintain in our database must match the name shown on your real estate license. Once your Licensing Agency records have been changed and you receive your new license, complete this form and forward it to the Member Resource Center along with a copy of your new license.

Today's Date: _____

Current Information:

First Name: _____ Last Name _____ CAR ID# _____

New Information:

First Name: _____ Last Name: _____ CAR ID# _____

MLS Phone: _____ Web Page: <http://www.> _____

E-mail: _____

Preferred Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Authorized Signature: _____

Or: Upload: <http://www.chicagorealtor.com/upload>

Mail: C.A.R., Member Services Division
200 S. Michigan Ave. #400
Chicago, IL 60604

Visit: CAR Central (Open 8:30am-5:00pm Monday -Friday)
Car West Towns (Open Tues. and Thurs. 9:00am-12:00pm and 1:00pm-4:00pm)