



**IDFPR**

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

## Request to Change License Status from Active to Inactive

### INFORMATION:

- A license can only be changed to “inactive” from an “active” status.
- Licensees are prohibited from practicing when the license status is inactive.
- Fill out the licensee information below completely. Type or print in blue or black ink only.
- Licensee acknowledges that they may maintain an inactive license status for no more than 2 consecutive renewal periods.

Last Name: \_\_\_\_\_ First: \_\_\_\_\_

License Number: \_\_\_\_\_

License Type: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PLEASE SUBMIT REQUEST TO:

**ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION  
DIVISION OF REAL ESTATE - APPRAISAL SECTION  
PO BOX 7570  
SPRINGFIELD, IL 62791-7570**

OR,

via e-mail to: [fpr.realestateappraisal@illinois.gov](mailto:fpr.realestateappraisal@illinois.gov)