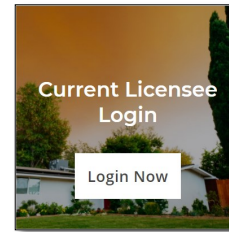




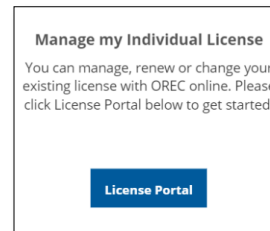
STEP ONE

Go to www.orec.ok.gov and click **Login Now**



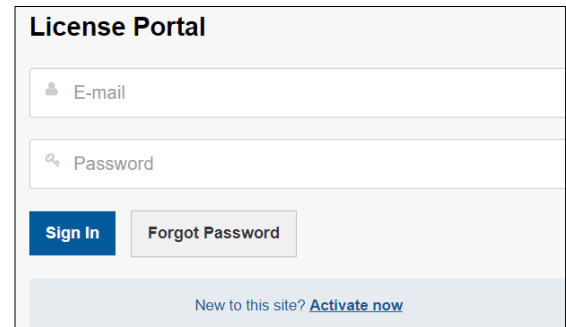
STEP TWO

Select the **License Portal**



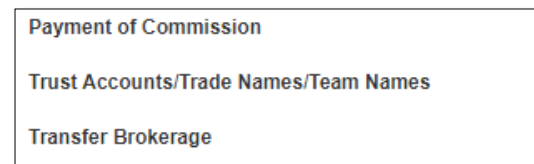
STEP THREE

Login to the **License Portal**



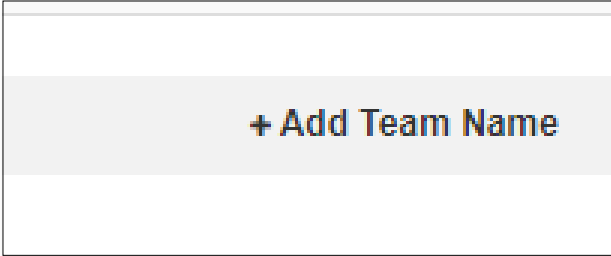
STEP FOUR

Select **Trust Accounts / Trade Names/ Team Names**



STEP FIVE

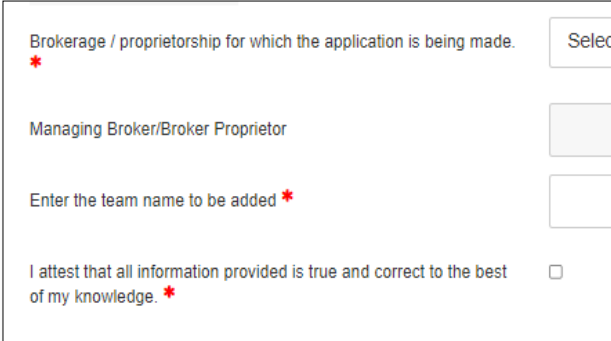
Click **+Add Team Name**



A rectangular button with a light gray background and a dark gray border. The text "+ Add Team Name" is centered in a bold, black font.

STEP SIX

Fill in all required team name information

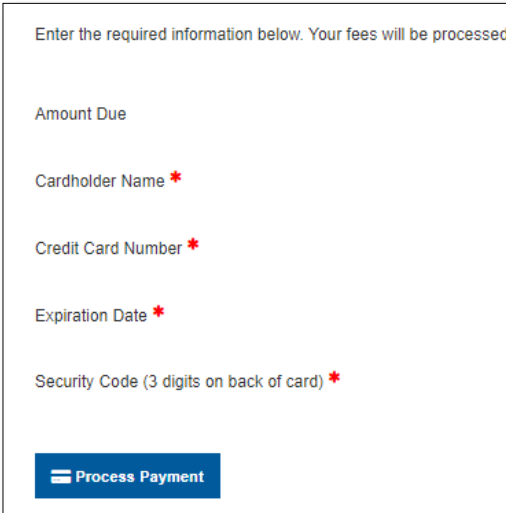


A form with the following fields and labels:

- Brokerage / proprietorship for which the application is being made. * (Dropdown menu)
- Managing Broker/Broker Proprietor (Text input field)
- Enter the team name to be added * (Text input field)
- I attest that all information provided is true and correct to the best of my knowledge. * (Checkbox)

STEP SEVEN

Submit payment and click **Process Payment**



A form with the following fields and labels:

- Enter the required information below. Your fees will be processed
- Amount Due (Text input field)
- Cardholder Name * (Text input field)
- Credit Card Number * (Text input field)
- Expiration Date * (Text input field)
- Security Code (3 digits on back of card) * (Text input field)
- Process Payment** (Blue button)

STEP EIGHT

Once your team name registration has been processed you will receive an automated e-mail message confirming the approval

This e-mail is to confirm the approval of your Team Name request through the OREC [License Portal](#) .The request changes will now be reflected in your [License Portal](#) .
Please e-mail help@orec.ok.gov for any further questions.