



NORTH DAKOTA REAL ESTATE COMMISSION
1110 College Dr. Suite 207
Bismarck, ND 58501-1207
701-328-9749

FOR OFFICIAL USE
Date seals sent: _____
Date posted: _____
Receipt No. _____

Broker Associate License Renewal for 2018

Deadline for renewal is November 15, 2017

Fee: \$120.00

**Failure to answer ALL questions will result in delayed processing and late fees.
Proof of E & O insurance MUST be attached for renewal.**

Non-resident & reciprocal licensees must submit a current (less than 30 days old) Certificate of Licensure with the renewal.

Section 43-23-13.1 of the North Dakota Real Estate License Law provides that all real estate licenses shall expire on the thirty-first day of December of each year. Failure to remit this annual renewal application form and fee when due will automatically cancel your license.

License #: _____

License Status: _____ Active _____ Inactive

1. Name of broker associate:	First	Middle	Last			
2. Residence Address:	Street Address (Do NOT use business address or PO Box)		City	County	State	Zip Code + 4
3. Mailing Address (if different):	P.O. Box	City/State		Zip Code + 4		
4. Home Phone:			Email Address			
5. Firm/broker with whom associated:						
6. Business Address:	Street Address (Do NOT use PO Box)		City/County	State	Zip Code + 4	
7. Mailing Address (if different):	P.O. Box	City		State	Zip Code + 4	
Businessphone:	Business fax:		Web site:			

8. Do you have a DUPLICATE North Dakota broker's license? If "Yes", a \$25.00 fee is required for ***each duplicate license***. Yes No
DO NOT COUNT THE ORIGINAL LICENSE – ONLY DUPLICATE LICENSES.

Firm name and address: _____

9. Since you last renewed your license, have any disciplinary actions been instituted against you; have you been convicted of any felony; or have you been convicted of a misdemeanor involving theft, forgery, embezzlement, obtaining money under false pretenses, bribery, larceny, extortion, conspiracy to defraud or other similar offense? Yes No

IF YOUR ANSWER IS "YES" YOU MUST ATTACH DETAILS TO THIS APPLICATION. Failure to accurately furnish the information is grounds for denial or revocation.

10. I have completed the minimum 9 hours of continuing education as required for the 2017 continuing education cycle. Yes No
 If you are a **reciprocal/non-resident** licensee, have you met the continuing education hours of your resident jurisdiction?

I certify that I have read this application, that the above information is true and correct, and that I have complied with all license requirements.

Dated: _____ Licensee's Signature: _____

TO BE COMPLETED BY DESIGNATED BROKER

The Designated Broker is required to certify that each renewing licensee has met all continuing education (ce) requirements for renewing the license. The Designated Broker may not certify that a licensee is in compliance with the ce requirements until the licensee has actually completed the ce hours. The licensee's continuing education slips should NOT be submitted to the ND Real Estate Commission at renewal time. The licensee and the Designated Broker must retain copies of all education forms and certificates for their own records. All education records are subject to random audit by the ND Real Estate Commission and course completion records for those individuals selected must be submitted to the ND Real Estate Commission upon request.

I certify that the licensee listed above is in compliance with the continuing education requirements as required in NDCC 43-23-13.1.

Designated Broker's Signature: _____ Date signed: _____