



Application for Real Estate Broker's License

**This is a sample application for information purposes only.
DO NOT PRINT THIS AND SEND IT TO THE ALABAMA REAL ESTATE
COMMISSION.**

**A license application will be given to you at the test center upon passing the
examination.**

Information for Real Estate Broker's License Application

BROKER

90-Day Deadline: The completed applications, all additional materials and fees **MUST** be complete and submitted to the Alabama Real Estate Commission within 90 days of your examination date. The 90-day timeframe is measured from examination date to postmark for those applications mailed into the Commission. Failure to meet this deadline will mean your exam score is null and void.

PAYMENT Make sure checks are filled out completely and signed. Payable in one lump sum to the Alabama Real Estate Commission.

\$150 License Fee

\$ 30 Research and Education Fee (If you already hold an Alabama license **AND** have already paid this fee, do not submit this fee again.)

\$ 30 Recovery Fund Fee (If you already paid a \$30 recovery fund fee to obtain an Alabama real estate license **OR** if you are having this license placed on inactive status, do not include this fee.)

Required Additional Materials: In addition to the attached real estate license application form and fees, several additional pieces of information are necessary to complete the license application. They are:

- If you currently hold an active salesperson license in Alabama, have your qualifying broker return it to the Commission with this application.
- Applicants must submit to a fingerprint-based federal and state criminal background check, mandated by *Ala. Code Act 2016-322*, by working with the Commission's processing company, Gemalto Cogent. **License issuance will not proceed until the Commission has received the criminal history record information (CHRI).***
- Proof of age*
- Proof of citizenship or legal presence in the United States*
- Proof of high school graduation or the equivalent*
- Proof of residency in your state of domicile*
- Non-residents of Alabama must also supply the Consent to Jurisdiction Form*
- If you hold or have held a real estate license in another state within the last 3 years you will need a certification of licensure for that license issued within the last 120 days *
- If you will be the qualifying broker, a company or branch office application for license and the appropriate fee; if you will be replacing a qualifying broker please submit the appropriate form*

***IMPORTANT!** Applicants **must** coordinate the submission of their application form and the submission of their fingerprints. **The CHRI will be sent to the Real Estate Commission directly from Gemalto Cogent and will only be available to the Commission for 30 days; therefore, we recommend that applicants submit this application (by mail or in-person) on the same day that they submit their fingerprints to Gemalto Cogent.** You **must** refer to instructions and guidance on how to provide the information requested above and found on the Commission's website at www.arec.alabama.gov. The same information is available in print format and will be provided, upon request, by contacting the Commission Licensing Division.

IF YOUR BROKER'S LICENSE WILL BE ISSUED TO THE SAME COMPANY THAT HOLDS YOUR SALESPERSON'S LICENSE, YOU MAY CONTINUE TO WORK. IF YOUR BROKER'S LICENSE WILL BE ISSUED TO A DIFFERENT COMPANY, YOU MAY NOT ENGAGE IN BUSINESS UNTIL YOUR BROKER'S LICENSE HAS BEEN ISSUED. SENDING THIS APPLICATION CERTIFIED MAIL WILL **NOT** PERMIT YOU TO WORK PRIOR TO THE TIME THE LICENSE IS ISSUED.



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Name to appear on license: _____
Last Name
First Name
Middle Name
Nickname*
Suffix

***Nickname must be filled in if the nickname will be used in business.**

Residence Address (No PO Boxes): _____ City: _____ State: _____ Zip Code: _____

Mailing Address: _____

Home Phone: _____ Mobile Phone: _____

If any pre-printed application information is incorrect, mark it out and clearly print the correct information.

Additional information (please print):

1. E-mail Address: _____ State of Residence: _____ Race: _____

2. Check how you are documenting being a U.S. citizen or legally present in the United States. Driver's license or non-driver I.D.

U.S birth certificate permanent resident card visa issued by the U.S. Other _____

RELEASE - KNOW ALL MEN BY THESE PRESENTS:

I, the undersigned, am licensed by or registered with and/or applicant for licensure by or registration with the State of Alabama Real Estate Commission, hereinafter called AREC, which said entity is charged by law with ascertaining that persons engaged in the real estate business are trustworthy, bear a reputation of honesty and truthfulness, and have not been convicted of a felony or any criminal offense involving moral turpitude. The premises considered, I do hereby voluntarily and knowingly expressly waive and relinquish any and all rights, created by or growing from any state or federal law related to or dealing with the right to privacy and/or the confidentiality of any governmental records, files, or information pertaining to me, to which, except for this waiver, I would be entitled. This waiver is specifically intended to protect the Alabama Law Enforcement Agency, hereinafter called ALEA, and any other governmental entity which may provide information about me to AREC. I hereby expressly authorize ALEA to release and provide to AREC any and all information, records or files pertaining to me and the same shall not be restricted to records which indicate a final conviction of a criminal charge. Finally, in further consideration of the premises, I agree for myself, my heirs, executors, and administrators, that not suit, claim, or legal action of any kind will ever be brought against ALEA official or personnel for having provided AREC with any files, records, or data pertaining to me.

Legal Signature of Applicant: _____ Dated: _____

3. Desired License Status (check one): Active Associate Broker Active Qualifying Broker Inactive Broker

4. If license will be issued to Active status, complete the following information:

Company Name: _____ Company Telephone: _____

Company Address: _____ Company License Number: _____
 (If registering a new company, number will be assigned)



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If 'Yes' to any of the following questions, give a complete explanation on an additional sheet and attach it to the application.

NOTE: Failure to answer each question completely and honestly will result in this application being delayed and/or denied.

5. Have you ever been licensed as a real estate salesperson or broker in Alabama? Yes No
If yes, provide dates of licensure and type of license held.
6. Have you ever been licensed as a salesperson or broker in any state(s) other than Alabama? Yes No
If yes, provide names of states, approximate dates of licensure and types of license held. Attach a certification of licensure form from the state where currently OR previously licensed within the last three years.
7. Have you ever had an application for a real estate license rejected in any state within the last two years? Yes No
8. Has a real estate license held by you ever been revoked? Yes No
9. HAVE YOU EVER BEEN:
- | | |
|---|---|
| (a) Arrested? <input type="checkbox"/> Yes <input type="checkbox"/> No | (d) Fined? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (b) Indicted? <input type="checkbox"/> Yes <input type="checkbox"/> No | (e) Imprisoned? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (c) Convicted of a criminal offense? <input type="checkbox"/> Yes <input type="checkbox"/> No | (f) Placed on Probation? <input type="checkbox"/> Yes <input type="checkbox"/> No |

All Applicants Must Complete. I hereby attest and affirm that the information provided in this application is true and correct to the best of my knowledge and belief, and I understand that if this information is not true and correct, I am subject to the penalties of making a false affidavit.

Signature of Applicant

Date

If you will be the Qualifying Broker, please complete this section. If you will not be the Qualifying Broker, have your Qualifying Broker complete this section. I certify that I am the qualifying broker for the above named applicant and that I will be responsible for the applicant's real estate activities.

Printed Name of Qualifying Broker

Signature of Qualifying Broker

Date