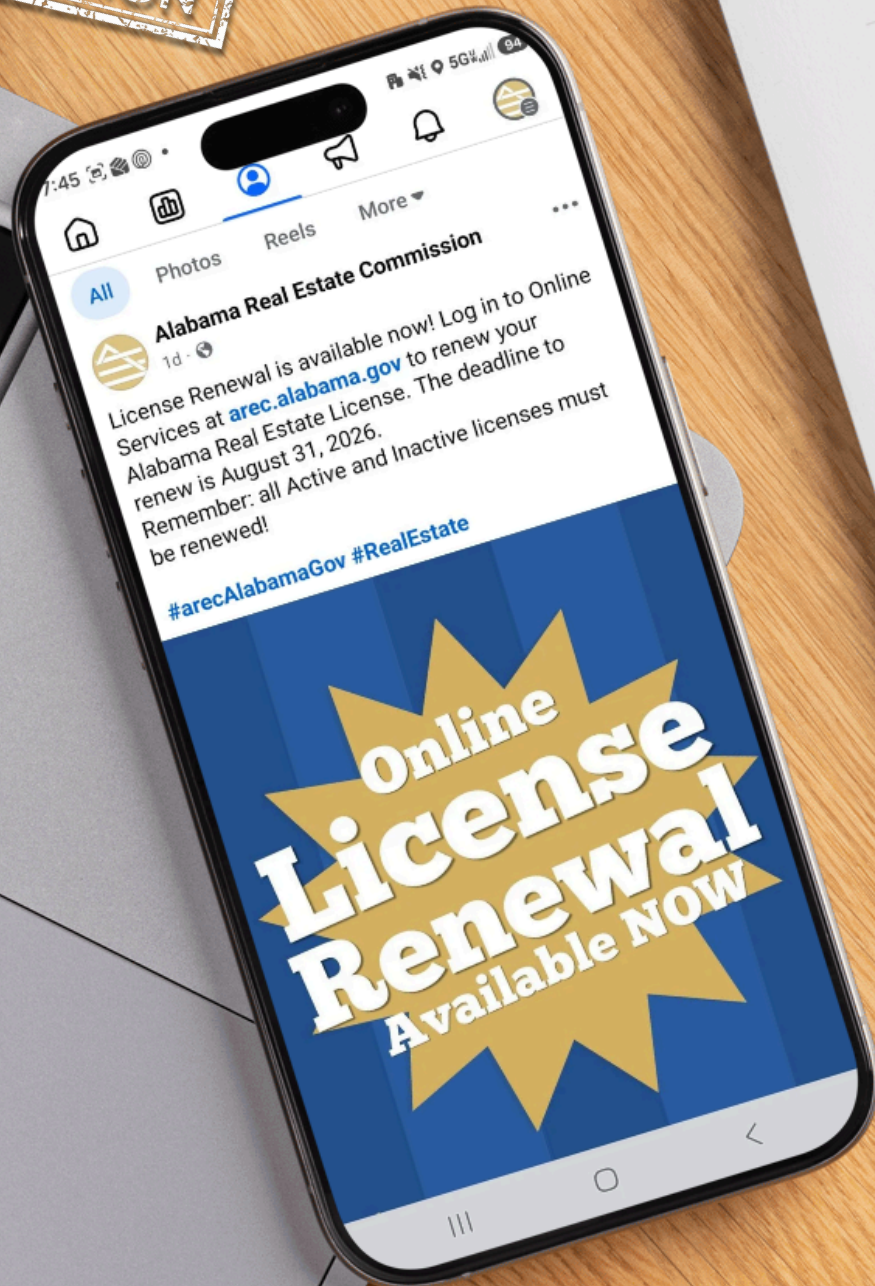


# THE UPDATE

ALABAMA REAL ESTATE  
COMMISSION  
EMPOWER, CONNECT, AND EDUCATE

SUMMER 2026 | LICENSE RENEWAL ISSUE

SPECIAL  
EDITION





## STAY CONNECTED FOR RENEWAL NEWS



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Alabama Real Estate Commission

## TOPICS

- [What Licenses Must be Renewed](#)
- [Renewal Fees](#)
- [Payment Information](#)
- [Reset Your Online Services Login](#)
- [Find CE Courses](#)
- [Check Your Renewal Status Online](#)
- [Renewal for New Licensees](#)
- [Renewal for Temporary Salespersons and Temporary Brokers](#)
- [Renewal for Active Salespersons](#)
- [Renewal for Inactive Salespersons](#)
- [Renewal for Reciprocal Licensees](#)
- [Renewal for Qualifying Brokers](#)



### REMINDER

**LICENSE RENEWAL DEADLINE (WITHOUT \$150 PENALTY):**

**August 31, 2026**

\$150 Late Penalty Fee Added Beginning September 1, 2026



# WHAT LICENSES MUST BE RENEWED?

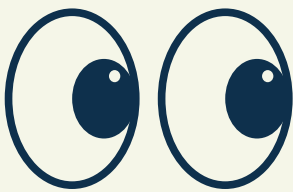
## Active Licenses

- Salesperson licenses (not temporary salesperson licenses)
- Broker licenses, which include first, second, third, fourth, etc. broker licenses (not temporary licenses)
- All Associate Broker licenses
- All Qualifying Broker licenses
- All Company and Branch licenses, which include sole proprietorships, corporations, LLCs, and partnerships

## Inactive Licenses

Renewal fees must be paid for inactive licenses; however, 15 hours of CE are not required until the licensee decides to activate the license.

- Salesperson licenses (except temporary salesperson and temporary broker licenses)
- Associate Broker licenses



## NEW LICENSEES:

If you recently completed the 30-hour Post License course, you do **not** have to take more courses for renewal. The 15 hours of CE earned from the Post License course will satisfy the CE requirement for your first renewal (*License Law Rule 790-X-1-.12(11)*).



## TEMPORARY SALESPERSONS & TEMPORARY BROKERS:

Temporary Salespersons and Temporary Brokers...**DO NOT RENEW**. Salesperson licenses of those who pass the broker exam in June, July, August, or September and do not want the broker license issued until October 1, 2026, are not required to renew.

# RENEWAL FEES

- These fee totals include the license renewal fee plus the real estate research and education fee for brokers and salespersons (\$7.50 per year, or \$15 total for the two-year license period). Brokers with multiple licenses will only pay the real estate research and education fee once.
- All companies and branches, including sole proprietorships, must pay the license renewal fee to remain active on October 1, 2026.
- Renewal fees received or postmarked September 1, 2026 – September 30, 2027, will be subject to a \$150 late penalty fee to be paid in addition to the renewal fee.

### Renewal Fees for Active and Inactive Licenses

*If paid by August 31, 2026*

- Broker \$205
- Salesperson \$185
- Company/Branch \$170



### Late Renewal Fees

*If paid ON or AFTER September 1, 2026*

- Broker \$355
- Salesperson \$335
- Company/Branch \$320

# PAYMENT INFORMATION

## Renew Online

Acceptable online payment options are Visa, MasterCard, American Express, Discover, and eCheck (electronic check)

The State of Alabama charges a convenience fee for online renewal. These fees go directly to the state. The Commission only receives the actual cost of your license.

- Convenience fee for renewing online by **credit or debit card** = 3% of the total transaction amount plus \$2.00.
- Convenience fee for renewing online by **eCheck** = flat fee of \$3.50 regardless of the transaction total. Using eCheck, involves entering the account number and routing number from a blank check.

## Renew by Mail

- Make checks payable to AREC or Alabama Real Estate Commission. Mail to 1201 Carmichael Way, Montgomery, AL 36106.
- Acceptable payments by mail are personal check, business check, money order, or certified funds.
- Mailed payments must be postmarked by August 31 to avoid the \$150 penalty.
- **To ensure your payment is postmarked on or before August 31, visit a Postal Service retail location and request a manual (local) postmark at the counter.** Manual postmarks will be applied free of charge. The postmark date will not necessarily match the date the mail was collected by a letter carrier or dropped off at a retail location. See **Postmarking Myths and Facts** on the USPS website for more information.



## BAD CHECKS...NO LONGER A LAW VIOLATION BUT CAN STILL AFFECT YOUR LICENSE

It is no longer a license law violation to have a payment returned if a fee or fine is unpaid; however, it could still affect your license.

If a check is returned, you have 30 days, upon electronic notification from the Commission, to submit full and valid payment of the initial fee or fine and an additional fee for the returned payment.

- Failure to submit full and valid payment within 30 days = License becomes inactive until full amount is paid.
- Failure to submit full payment within six months = License lapses.

## DON'T CANCEL PAYMENTS TO THE COMMISSION

### “State of Alabama” May Not Show on Statements

Do not cancel online payments made to the Commission because you do not see “Alabama Real Estate Commission” as the vendor on your credit card or debit card statement. We have had licensees cancel an online payment or report it to the credit card company as an unauthorized charge, and the Commission was then notified that the payment did not go through.

The transaction is then treated as a “bad check” because we did not receive the payment. Contact the Commission at [arec@arec.alabama.gov](mailto:arec@arec.alabama.gov) or 334-242-5544 before canceling or disputing the transaction because you see “State of Alabama” on your statement.





## HOW TO RESET YOUR ONLINE SERVICES EMAIL AND PASSWORD

You must use the email address you have on file with the Commission to access Online Services. The Commission does not collect passwords; therefore, we cannot give you your password.

If you need to update your email address and/or password, follow the steps below. If you are still unable to log in, contact the Commission at [arec@arec.alabama.gov](mailto:arec@arec.alabama.gov) or 334-242-5544.

### Reset Your Email Address

- Go to **Online Services** and enter your email address.
  - If no email address is found or you no longer have access to the email address that the Commission has on file for your license, click *Reset Email*.
- On the *Reset Email* page, enter your last name, license number, and the last four digits of the phone number
- Reset your email address and return to the login screen to use your updated email and your password.

### Reset Your Password

- If you have forgotten your password, click *Forgot Password* from the login page.
- Enter your email address and click *Submit*.
- If the email address entered matches an email address that the Commission has on file for you, an email will be sent to that address with password reset instructions. If you do not find the email in your inbox, check your spam or junk mail folder. If you do not receive an email after completing these steps, contact the Commission for assistance.
- Once you reset your password, return to the login screen to log in with your updated password.

# ACTIVE SALESPERSONS RENEWAL REQUIREMENTS

## Fee Payment + 15 Hours CE Required

### START

### How do I Renew my Active Salesperson License?

#### Renew Online – Easiest, quickest way to renew; get instant confirmation of renewal

- Renew your license online: **Log in to Online Services** OR select the License Renewal quick link in the banner on the homepage at [arec.alabama.gov](http://arec.alabama.gov).
- Acceptable online payment options are Visa, MasterCard, American Express, Discover, and eCheck (electronic check).

*NOTE: The State of Alabama charges fees for online renewal. The credit card fee is 3% + \$2.00, and the eCheck fee is \$3.50. These fees go directly to the state. The Commission only receives the actual cost of your license.*

#### Renew by Mail

- Make checks payable to AREC or Alabama Real Estate Commission. Mail to 1201 Carmichael Way, Montgomery, AL 36106.
- Acceptable payments by mail are personal check, business check, money order, or certified funds.
- Mailed payments must be postmarked by August 31 to avoid the \$150 penalty. **To ensure your payment is postmarked on or before August 31, visit a Postal Service retail location and request a manual (local) postmark at the counter.** Manual postmarks will be applied free of charge. The postmark date will not necessarily match the date the mail was collected by a letter carrier or dropped off at a retail location. See **Postmarking Myths and Facts** on the USPS website for more information.



#### How Much is My Renewal Fee?

- \$185 If paid before August 31, 2026
- \$335 If paid on or after September 1, 2026 (\$185 + \$150 late fee)

#### What CE Courses Do I Need to Take?

Total of 15 hours CE required:

- 3 Hours - *Risk Management: Initial Contact to Accepted Offer*
- 12 Hours - Other approved courses

#### How Do I Find CE Courses to Take?

- On [arec.alabama.gov](http://arec.alabama.gov), go to the *Professionals* tab.
- Under *Education*, go to *Course Search*.
- Select a course format
- Select a course type to view course names, course start dates, instructors' names, and course locations.



### How do I find out how many CE hours I have?

- Log in to Online Services at [arec.alabama.gov](http://arec.alabama.gov).
- You will see the current contact information the Commission has on record for you, as well as a list of Available Services. *(If you have not already done so, you will need to verify your contact information before the links under Available Services are accessible.)*
- Click on *Education History (CE Credit)* to see a list of all courses taken for which credit has been submitted. If you have completed a course and it is not listed, contact the instructor or school to let them know. **Do not contact the Commission. Only the instructor or school can upload your CE to our website.**
- Click on the course title, and you will see specific course information. *You may see an option to evaluate the course. You have 30 days to evaluate each course. An expired course evaluation does NOT affect your course credit in any way.*
- CE courses used for license renewal are archived when all renewal requirements have been satisfied, and the active license has been issued.
- Once all of your renewal requirements have been met and your renewed license has been issued, you may begin taking CE courses for your next license renewal. Archived and current CE courses can be viewed on the Commission's website at any time.

### How do I check my license renewal status online?

1. Log in to *Online Services* at [arec.alabama.gov](http://arec.alabama.gov).
2. Select *License Renewal* under *Available Services*.
3. Under *Renewal Status*, your status will show *Paid* if your license has been renewed or *Not Renewed* if it has not.

| ONLINE RENEWALS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                |              |                |        |                |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|----------------|--------|----------------|--|
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | License Number | License Type | License Status | Amount | Renewal Status |  |
| Jennifer Krystal Diaz                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 000167228-1    | Salesperson  | Active         |        | Paid           |  |
| Deadline for active and inactive renewal without penalty is <b>before midnight August 31, 2026</b> . Renewal September 1, 2026 through September 30, 2027 includes \$150 penalty fee.                                                                                                                                                                                                                                                                                                                     |                |              |                |        |                |  |
| After you complete the renewal process and print your payment confirmation, please remember to check your CE credit to confirm that you have the required courses and hours for renewal. If CE credit is missing or inaccurate, contact the instructor or school from which you took the course(s) and ensure that it is reported correctly to the Commission. If the required CE has not been taken and reported by September 30, 2026 your license will be issued to inactive status on October 1, 2026 |                |              |                |        |                |  |
| <a href="#">Return to Menu</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |              |                |        |                |  |



# INACTIVE SALESPERSONS RENEWAL REQUIREMENTS

## Fee Payment + NO CE Required

START

### How do I Renew my Inactive Salesperson License?

#### Renew Online – Easiest, quickest way to renew; get instant confirmation of renewal

- Renew your license online: **Log in to Online Services** OR select the License Renewal quick link in the banner on the homepage at [arec.alabama.gov](http://arec.alabama.gov).
- Acceptable online payment options are Visa, MasterCard, American Express, Discover, and eCheck (electronic check).

*NOTE: The State of Alabama charges fees for online renewal. The credit card fee is 3% + \$2.00, and the eCheck fee is \$3.50. These fees go directly to the state. The Commission only receives the actual cost of your license.*

#### Renew by Mail

- Make checks payable to AREC or Alabama Real Estate Commission. Mail to 1201 Carmichael Way, Montgomery, AL 36106.
- Acceptable payments by mail are personal check, business check, money order, or certified funds.
- Mailed payments must be postmarked by August 31 to avoid the \$150 penalty. **To ensure your payment is postmarked on or before August 31, visit a Postal Service retail location and request a manual (local) postmark at the counter.** Manual postmarks will be applied free of charge. The postmark date will not necessarily match the date the mail was collected by a letter carrier or dropped off at a retail location. See **Postmarking Myths and Facts** on the USPS website for more information.

#### How Much is My Renewal Fee?

- \$185 If paid before August 31, 2026
- \$335 If paid on or after September 1, 2026 (\$185 + \$150 late fee)

#### What CE Courses Do I Need to Take?

**NO CE** is required to maintain an inactive license, but **renewal fees must be paid.**

If you currently have an inactive license and you want to activate it, you must pay all renewal fees, complete the 15 hours of CE, and pay the \$25 activation fee.



# RECIPROCAL LICENSEES RENEWAL REQUIREMENTS

## Fee Payment + Choice of Option 1 or Option 2

### How much is my reciprocal renewal fee?

These fee totals include the license renewal fee plus the \$15 real estate research and education fee for brokers and salespersons, which must be paid for the two-year license period. Brokers with multiple licenses will only pay the real estate research and education fee once.

### Renewal Fees for Active and Inactive Licenses

*If paid by August 31, 2026*

- Broker \$205
- Salesperson \$185
- Company/Branch \$170



### Late Renewal Fees

*If paid ON or AFTER September 1, 2026*

- Broker \$355
- Salesperson \$335
- Company/Branch \$320

START

## Options to Renew Reciprocal License:

### OPTION 1

Take 15 hours of Alabama-approved CE, including the mandatory courses: All licensees must take the 3-hour *Risk Management: Initial Contact to Accepted Offer* course, and qualifying and associate brokers must also take the 3-hour *Mandatory Broker CE* Course, in addition to the mandatory Risk Management course. The remaining hours can be any approved elective courses. The 9 or 12 hours of elective CE can be taken in another state as long as you provide verification that you attended the course in a classroom, verification that the course was approved by any real estate commission, and the number of hours for which it was approved.

OR

### OPTION 2

Submit a certification of licensure or a letter from the regulatory agency in the state where prelicense coursework was completed and the license examination was passed. The certification of licensure or letter must show:

1. The type of license
2. The license is active and current at least through October 1, 2026
3. The company by whom the license is held
4. Prelicense coursework requirements were met in that state
5. A full licensing examination, not just the state portion, was passed in that state

*The Education Division sent an email to all reciprocal licensees detailing these options. If you have questions, email Education at [education@arec.alabama.gov](mailto:education@arec.alabama.gov) or call 334-242-5544.*

**The certification of licensure or letter must be dated no earlier than June 1, 2026.** A real estate commission may email original certifications of licensure to [education@arec.alabama.gov](mailto:education@arec.alabama.gov) or mail to Alabama Real Estate Commission, 1201 Carmichael Way, Montgomery, AL 36106. Licensees who can access their official certification of licensure on their real estate commission's website may also email or mail it to our Education Division.



# QUALIFYING BROKER RENEWAL REQUIREMENTS

## Fee Payment + 15 Hours CE Required

### Know Your Responsibilities as a **QUALIFYING BROKER** During License Renewals

1

#### **Renew Your License or leave your licensees without a brokerage.**

If the qualifying broker does not pay renewal fees AND complete CE by September 30, 2026, you, your company, and all licensees in your company and any branch companies will be forced inactive on October 1, 2026!

If you are a Qualifying Broker and you do not intend to maintain an active license, please contact the Commission's Licensing Division for assistance at [arec@arec.alabama.gov](mailto:arec@arec.alabama.gov) or 334-242-5544.

2

#### **Complete 15 Hours of Required CE**

Qualifying brokers must complete the required 15 hours of CE and pay the renewal fees to maintain an active license. Qualifying brokers AND Associate Brokers must complete these courses (*License Law Rule 790-X-1-.11(1)(a)(b)*):

- 3 Hours - *Risk Management: Initial Contact to Accepted Offer*
- 3 Hours - *Mandatory Broker CE Course*
- 9 Hours - Other approved courses

3

#### **Make Sure All Licensees in Your Company Complete CE**

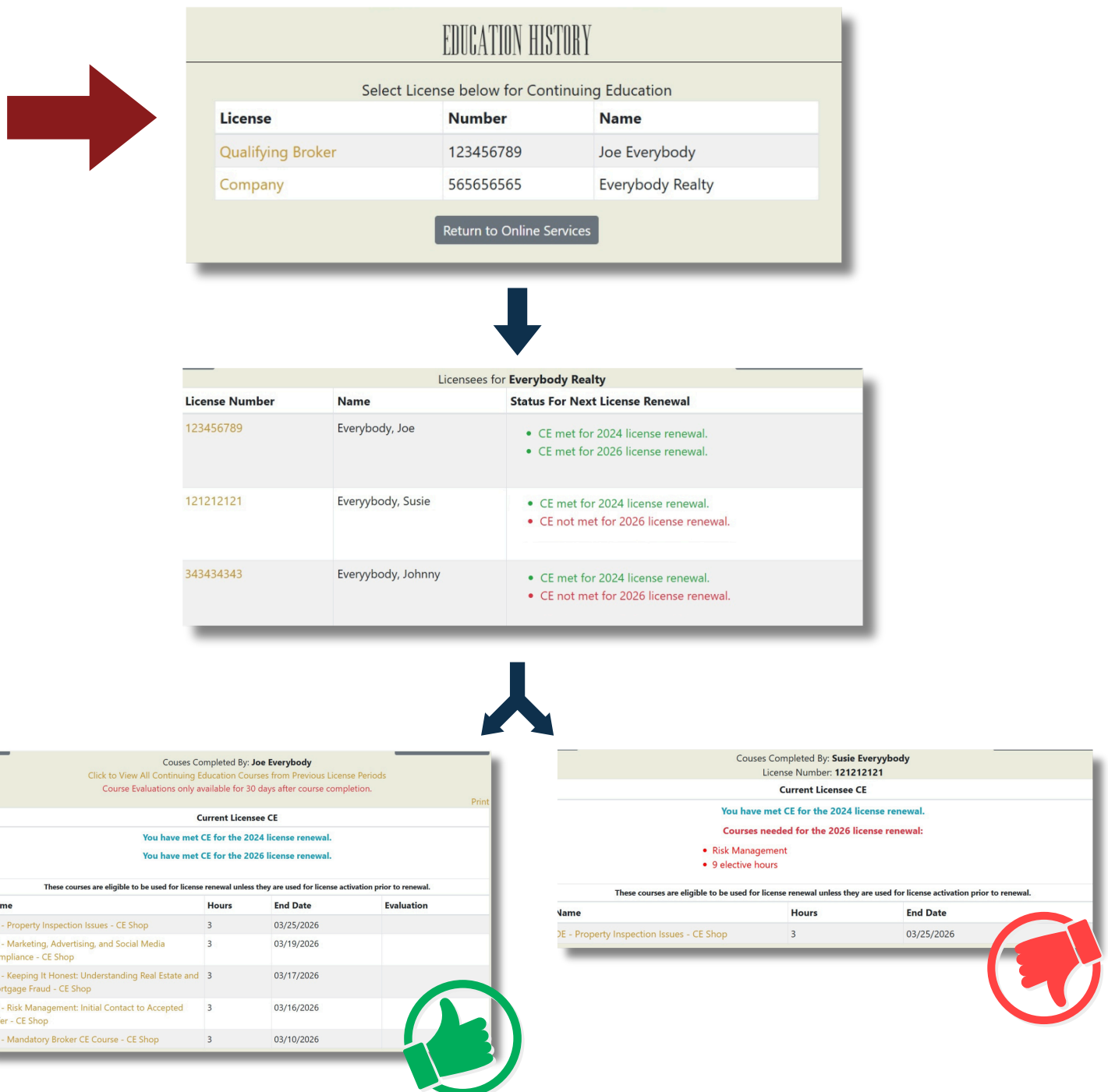
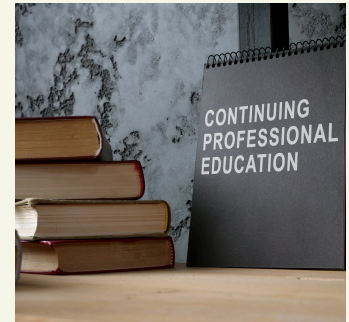
Salespersons must complete these courses to satisfy the 15 hours of required CE (*License Law Rule 790-X-1-.1(a)(b)*):

- 3 Hours - *Risk Management: Initial Contact to Accepted Offer*
- 12 Hours - Other approved courses



## How to Check CE for Licensees in Your Company/Branch

- Log in to the Commission's **Online Services**.
- Select the *Education History (CE Credit)* link under *Available Services*.
- Click *Qualifying Broker* to see your CE credit hours, which courses have been completed, and which courses still need to be completed.
- Click *Company* to see the list of all licensees in the company and their CE status.
- Click on the *License Number* to see their CE credit hours, the courses that have been completed, and the courses/hours that still need to be completed.
- For your license and for the licensees in your company, there will be a statement under *Status for Next License Renewal* indicating whether CE has been completed.



## How do I Check the License Renewal Status for my Company/Branch and its Licensees?

1. Log in to *Online Services* at [arec.alabama.gov](http://arec.alabama.gov).
2. Select *License Renewal* under *Available Services*.
3. On the *Online Renewals* list, you will see your company and all licensees connected to it.
4. Under *Renewal Status*, each licensee's status will show *Paid* if the license has been renewed or *Not Renewed* if it has not.



| ONLINE RENEWALS                           |                |                   |                |          |                |  |
|-------------------------------------------|----------------|-------------------|----------------|----------|----------------|--|
| Name                                      | License Number | License Type      | License Status | Amount   | Renewal Status |  |
| <input type="checkbox"/> Everybody Realty | 565656565-0    | Company           | Active         | \$170.00 | Not Renewed    |  |
| <input type="checkbox"/> Joe Everybody    | 123456789-0    | Qualifying Broker | Active         | \$205.00 | Not Renewed    |  |
| <input type="checkbox"/> Susie Everybody  | 121212121-0    | Salesperson       | Active         | \$185.00 | Not Renewed    |  |
| <input type="checkbox"/> Johnny Everybody | 343434343-0    | Salesperson       | Active         | \$185.00 | Not Renewed    |  |

Deadline for active and inactive renewal without penalty is **before midnight August 31, 2026**. Renewal September 1, 2026 through September 30, 2027 includes \$150 penalty fee.

After you complete the renewal process and print your payment confirmation, please remember to check your CE credit to confirm that you have the required courses and hours for renewal. If CE credit is missing or inaccurate, contact the instructor or school from which you took the course(s) and ensure that it is reported correctly to the Commission. If the required CE has not been taken and reported by September 30, 2026 your license will be issued to inactive status on October 1, 2026

[Return to Menu](#) [Next](#)



*If you mail your renewal, please allow up to seven (7) days after mailing your renewal payment for it to be reflected on the website. Check this section before contacting the Commission to confirm that your renewal payment has been received.*

## How to Renew Multiple Licenses Online

If you are a qualifying broker, you can renew your broker license, your company/branch license, salesperson licenses, and associate broker licenses through **Online Services** at [arec.alabama.gov](http://arec.alabama.gov).

- Select *License Renewal* from the *Available Services* menu to see all licenses available for renewal.
- Select the licenses you wish to renew





## Convenience Fees

The State of Alabama charges a convenience fee for online renewal, but it can save you time and money (see the example)

- Convenience fee for renewing online by **credit or debit card** = 3% of the total transaction amount plus \$2.00.
- Convenience fee for renewing online by **eCheck** = flat fee of \$3.50 regardless of the transaction total. Using eCheck, involves entering the account number and routing number from a blank check.

### EXAMPLE

The fees to renew the following licenses are:

- Qualifying broker license = \$205
- Company license = \$170
- Associate broker license = \$205
- Salesperson license = \$185

---

Total renewal fees for 2026 = **\$765**

The total cost when paying by **credit or debit card**:

\$765 renewal fees  
+ \$24.95 convenience fee  

---

\$789.95



The total cost when paying by **eCheck**:

\$765 renewal fees  
+ \$3.50 convenience fee  

---

\$768.50



*If you need to renew multiple licenses, the eCheck option is more economical than paying by credit or debit card. It is also a convenient alternative to mailing a check to the Commission office.*

# THE UPDATE

ALABAMA REAL ESTATE

## COMMISSION

EMPOWER, CONNECT, AND EDUCATE



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Empowering the real estate professional & the consumer.



CONNECT

Connecting the real estate professional & consumer to the resources they need.



EDUCATE

Educating the real estate professional & the consumer.

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is published for the benefit of the Alabama Real Estate Industry by the Alabama Real Estate Commission.

### COMMISSION MEETINGS ARE OPEN TO THE PUBLIC

All Commission meetings are open to the public and that includes real estate licensees. Commissioners welcome and encourage attendance and observation by an licensee in any location. Locations, dates, and times can be found on the Commission's website at [arec.alabama.gov](http://arec.alabama.gov).

### REAL ESTATE LICENSES EXPIRE SEPTEMBER 30, 2026

Remember to renew all broker, salesperson, and company licenses in every even-numbered year.

