



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

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**BROKER License Renewal for 2019**  
**DUE: November 15, 2018 or late fees apply**  
**Fee: \$120**

**COMPLETE SUBMISSION MUST INCLUDE THE FOLLOWING BY DEADLINE:**

1) Renewal application with all information provided, 2) Renewal fee, 3) Proof of Errors & Omissions insurance; 4) IF APPLICABLE: Additional fees for any branch office/s, 5) IF APPLICABLE: Additional fees for any duplicate license/s, 6) IF TRUST ACCOUNT HAS CHANGED LOCATIONS: New trust account form completed, 7) IF APPLICABLE: Explanation of any disciplinary, civil or criminal actions, 8) NON-RESIDENT & RECIPROCAL LICENSEES: Certificate of Licensure from state of residence; certificate must have been issued within 30 days of applying for renewal.

All real estate licenses shall expire on December 31 of each year. Failure to submit this annual renewal application form and fee as required by NDCC §43-23-13.1 will automatically cancel your license.

**License #:** \_\_\_\_\_ **License Status:** Active **OR** Inactive

1. Name of broker applicant	First	Last		
2. Residence address (NOT business address or PO Box)	Personal residence street address	City	State	ZIP + 4
3. Mailing address if different than personal residence address	PO Box or other mailing address	City	State	ZIP + 4
4. Phone with area code for best way to reach you		5. Email address		

6. Firm or trade name under which you are doing business, or firm with whom associated: \_\_\_\_\_

7. Firm operates as a:  Corporation  Partnership  Individual Proprietorship  LLC-LLP

8. Business Address:	Street Address (do NOT use PO Box)	City/County	State	Zip Code + 4
Mailing Address (if different):	P.O. Box	City	State	Zip Code + 4
Business phone	FAX	website		

9. Do you operate a branch office located in North Dakota? **Answer "Yes" only if you are the Designated Broker.**  Yes  No  
 If answer is "YES", a \$25 fee is required for each branch office.  
 Branch office address/es: \_\_\_\_\_

10. Has there been any change in the location of your trust account this past year? **Answer "Yes" only if Designated Broker.**  Yes  No  
 If "YES" you MUST file a new trust account form with the ND Real Estate Commission.

11. Do you have a DUPLICATE North Dakota broker's license? **If "YES", a \$25 fee is required for each duplicate license.**  Yes  No  
 ( Do NOT count the original license; count only duplicate licenses and multiply by \$25.)  
 Firm name and address: \_\_\_\_\_

12. 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 "YES", you MUST attach a detailed explanation to this application. Failure to accurately furnish the information is grounds for denial or revocation.

13. I have completed the minimum 9 hours of continuing education as required for the 2018 continuing education cycle. **OR**  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: \_\_\_\_\_