



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

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SALESPERSON License Renewal for 2019
DUE: November 15, 2018 or late fees apply
Fee: \$100

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: Explanation of any disciplinary, civil or criminal actions.	
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 salesperson applicant:	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	State	Zip Code + 4	
7. Mailing Address (if different):	P.O. Box		City	State	Zip Code + 4	
Business phone:	Business fax:		Web site:			

8. 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.
9. I have completed the minimum 9 hours of continuing education as required for the 2018 continuing education cycle. Yes No N/A
 *Answer yes if you have been issued your license for the first time in the last 12 months and have/or are completing your post licensing education.
10. If you are a **reciprocal/non-resident** licensee, have you met the continuing education hours of your state of residence? Yes No N/A

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: _____ 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: _____