



Department of Commerce

Division of Real Estate & Professional Licensing

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BROKER

LICENSE EXAMINATION APPLICATION

This form is interactive. Type the required information into the form, print, sign, date, and forward to the Division for processing. Otherwise, the form may be printed, typed or handwritten (legibly to prevent delays in processing, black ink). Note: Incomplete applications will be returned to the requestor for correction.

FEE: \$100.00

FOR DIVISION USE ONLY
FILE NUMBER

A check or money order for \$100.00 made payable to: Division of Real Estate & Professional Licensing, must be remitted with this form. Cash will not be accepted.

Attach a copy of the official transcript/certificate of required pre-licensure education.

Attach a statement describing any real estate experience other than sales/leasing.

If you were originally licensed on or after January 3, 1984, you must also attach proof that you have satisfactorily completed a minimum of two years of post secondary education. The pre-licensure requirements may be included in these two years.

Note: The name and date of birth on this application must match the name and date of birth on the government issued photo identification you will use to identify yourself at the examination site.

APPLICANT INFORMATION

Form with fields: FIRST NAME, MIDDLE NAME, LAST NAME, SUFFIX, HOME ADDRESS, HOME PHONE, SOCIAL SECURITY NUMBER, CITY, STATE, ZIP CODE + 4, COUNTY, DATE OF BIRTH, EMAIL ADDRESS, FILE NUMBER, ORIGINAL LICENSURE DATE, DATE OF LAST BROKER EXAMINATION

ETHICAL CONDUCT AND LEGAL HISTORY

- PLEASE ATTACH A COMPLETE EXPLANATION FOR ANY QUESTIONS ANSWERED "YES" BELOW.
QUESTIONS CONCERNING PROFESSIONAL LICENSES APPLY TO ALL PROFESSIONAL LICENSES REGARDLESS OF PROFESSION.

- YES NO Have you ever been disciplined in any manner by any public entity or professional or trade association for any violation of any professional licensing law, regulation or ethical rule?
YES NO Have you ever been refused or denied any professional license or registration by any public entity?
YES NO Have you ever had any professional license revoked, suspended or limited in any way for any reason?
YES NO Have you ever been notified by any public entity or professional or trade association that you were under investigation for any violation of any professional licensing law, regulation or ethical rule?
YES NO Have you ever been the subject of any unsatisfied judgments?
YES NO Have you ever been convicted of, plead guilty to or been granted intervention in lieu of conviction for any unlawful conduct excluding minor traffic violations? EXPLAIN:

THE APPLICANT MUST COMPLETE THE FOLLOWING CERTIFICATION

I certify that all of the statements on this application and all of the attached materials are complete and accurate. I understand that any false statement on this form or the attached materials may subject me to criminal prosecution and the loss of my Ohio real estate license.

SIGNATURE OF APPLICANT

DATE

NOTICE: Per R.C. Section 149.43, this application and the information contained therein, except for the social security number, is public record.
NOTICE: Per R.C. Section 4735.06(B), if an application is denied prior to the applicant's being admitted to the examination, the division, to cover the expenses of processing the application, shall retain one-half of the fees and the other one-half shall be returned to the applicant.
NOTICE: Evidence that payment has been refused by the drawer's bank upon a check drawn to the order of the Ohio division of real estate shall constitute prima facie evidence of misconduct and shall constitute a violation of section 4735.18(A)(6) of the Revised Code.

TRANSACTION LOG – TO BE COMPLETED BY SPONSORING BROKER(S)

A separate log must be completed by each broker with whom the applicant has been associated. Each copy must be signed and notarized. Make additional copies of this page as needed.

APPLICANT NAME

APPLICANT LICENSE NUMBER

BROKER NAME (PERSON COMPLETING THIS LOG)

BROKER LICENSE NUMBER

***PLEASE NOTE: DO NOT LIST TRANSACTIONS BELOW IN WHICH THE APPLICANT HAD AN OWNERSHIP INTEREST IN THE PROPERTY.**

****PURSUANT TO O.A.C. 1301:5-3-04 AND O.R.C. 4735(B)(5)(a), THE DIVISION WILL EQUATE THE TRANSACTIONS BELOW TO ENSURE THAT THEY MEET THE REQUIREMENTS DESCRIBED ON PAGE TWO OF THIS APPLICATION.**

PROPERTY ADDRESS CITY, STATE, ZIP	MLS NUMBER, IF APPLICABLE	DATE OF CLOSING OR DATE OF LEASE	APPLICANT'S ROLE (LISTING AGENT, SELLING/PROCURING AGENT, LEASING AGENT)	TYPE OF TRANSACTION (SALE, RESIDENTIAL OR COMMERCIAL LEASE)

BROKER CERTIFICATION – to be completed by the broker who supervised the licensee at the time of the transactions listed above.

I hereby swear or affirm that the following information is true and accurate:

1. The applicant was associated with me for _____ years and _____ months, from _____ to _____ during which time the applicant acted in the capacity as a real estate salesperson for an average of 30 hours per week.
2. The applicant completed the real estate transactions as listed above.

I certify that all of the statements on this document and all of the attached materials are complete and accurate. I understand that any false statements on this document or the attached materials may subject me to criminal prosecution and the loss of my Ohio real estate license.

BROKER PRINTED NAME

BROKER FILE NUMBER

SIGNATURE OF BROKER

_____, being duly sworn, deposes and says he/she is the person who has executed the foregoing certification and that the statements made herein are true.

STATE of OHIO, COUNTY of _____ Signed and sworn to me this _____ day of _____, 20_____.

SIGNATURE OF NOTARY

My Commission expires _____.