

Real Estate License Renewal Application

You can use this form to apply for a renewal of your real estate license. You may or may not be required to submit a fingerprint card, please follow the appropriate instructions below. Additional information is on page 2.

For validation only

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Fingerprint card is NOT REQUIRED:

Send this completed form with a check or money order payable to the Department of Licensing, to: **Real Estate Licensing, Department of Licensing, PO Box 3917, Seattle, WA 98124-3917.**

Fingerprint card IS REQUIRED:

Send this completed form and fingerprint card with a check or money order for both the renewal fee and fingerprint processing fee, payable to the Department of Licensing, to: **Real Estate Licensing, Department of Licensing, PO Box 3917, Seattle, WA 98124-3917.**

If you have questions or need additional information, please contact us at (360) 664-6500 or (360) 664-6488.

License type:

- Broker – **\$146.25** (\$172.75 for late renewal)
- Managing broker – **\$210** (\$236.50 for late renewal)
- Fingerprint/background check, if applicable – **\$35.25** (see page 2)

Active licensed brokers and managing brokers must complete 30 hours of approved real estate education for renewal, including a 3-hour transition course. If you are **renewing for the first time** as a broker, you must also complete a 30-hour course in real estate practices for a total of 60 hours (effective until July 1, 2012). Classes must include 3 hours of prescribed core curriculum as well as a 3-hour transition course. **Do not send the originals or copies of your certificates of education completion.**

Inactive licensees are not required to complete continuing education.

Applicant

TYPE OR PRINT Name (as it appears on your license)		
License number	Social Security number Used for child-support enforcement. Kept on file. RCW 26.23.150	
(Area code) Daytime phone number	(Area code) Other phone number	Email

Real estate education (list additional classes on a separate sheet of paper using the same format)

A random sampling of real estate applicants will be audited to document their continuing real estate education hours. If audited, you are required to provide proof by submitting a copy of your clock hour certificate.

School	Dates (month, day, year)		Course title	Course number	Course hours
	From	To			

