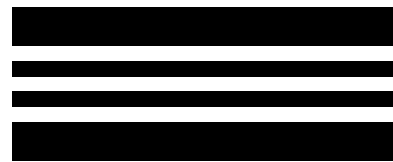


WASHINGTON STATE DEPARTMENT OF LICENSING Real Estate License Application

Use this form to reinstate a cancelled license. You can also use this form to apply for your first broker or managing broker license, if you do not have the licensure application received with your exam results. (Do not submit more than one application with your passing exam results.)

Send this completed form and any required documents 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**



Do not use FedEx or UPS (they will not deliver to PO boxes).

Questions: Contact us at (360) 664-6500 or (360) 664-6488.

Check all that apply:

- New license (*check one*):
 - Broker – **\$146.25**
 - Managing broker – **\$210.00**
- Reinstatement – **all applicable fees** (contact Real Estate Licensing for fee amount)

Applicant information – Incomplete applications will not be processed.

TYPE or PRINT Name (<i>as it appears on your license, if applicable</i>)			Date of birth (<i>mm/dd/yyyy</i>)	
Home address				(Area code) Telephone number
City	State	ZIP code	Email	

Criminal history

Answer the questions below. If you answer “Yes,” attach a detailed explanation.

In this state or any other jurisdiction are you or have you:

1. Within the last 10 years, defaulted or been convicted of or entered a plea of no contest to a gross misdemeanor or felony crime? (Don’t include traffic offenses.) Yes No
 2. Currently under indictment, or is there a criminal complaint, charge, or information pending against you? Yes No
 3. Within the last 10 years, had any action (fine, suspension, revocation, censure, surrender, etc.) taken against any professional or occupational license, certification, or permit held by you? Yes No
 4. Within the last 10 years, had any civil court order, verdict, or judgment entered against you? Yes No
 5. Currently required to register as a sex offender? Yes No
 6. Have you submitted Real Estate Program fingerprints in the last 6 years? Yes No
- If “No,” see next page for Fingerprinting and background checks.

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

_____ **X** _____
Date and place Applicant signature

NOTICE: The Department of Licensing may enter your real estate firm’s licensed office location at reasonable times to inspect the records that you are required to keep by the statutes and rules that govern the license for which you are applying. It is your responsibility as a licensee to cooperate with an audit or an investigation by providing the Department with the requested documents and a written explanation of the matter contained in a complaint upon the Department’s request.

Employing firm information

TYPE or PRINT Firm name (where applicant will be licensed)		Firm license number	
Mailing address		(Area code) Telephone number	
City	State	ZIP code	
Physical address (if different)			
City	State	ZIP code	
TYPE or PRINT Designated broker name as it appears on your license		License number	
TYPE or PRINT Branch manager name as it appears on your license		License number	

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

X

Date and place

Designated broker/Branch manager signature*

***Submit a copy of the delegation authority if not signed by the designated broker or branch manager.**

You may begin working from the postmark date of your application to the Real Estate Licensing office, provided your application is complete.

Fingerprinting and background checks

You need a fingerprint-based background check:

- When applying for a new real estate broker license
- When applying for a managing broker license through reciprocity
- Every 6 years with your active real estate broker or managing broker license renewal

To get your fingerprints taken:

- **Inside Washington:** Go to www.identogo.com to schedule an appointment through MorphoTrust, our electronic fingerprinting vendor. You will pay Identogo for taking your fingerprints and for the background checks required for your license type.
- **Outside Washington:** Call (360) 664-6484 for fingerprint card submission instructions.

For more details go to www.dol.wa.gov/business/fingerprinting.html.

For office use only				
Prof	License number	Effective date	Expiration date	Firm number

RCW 18.85.191; 18.85.361(6); 26.23.150; 42.56