

**State Real Estate Commission  
RENEWAL APPLICATION**

**Broker – Sole Proprietors (Standard and Reciprocal)**

**PLEASE TYPE OR PRINT IN BLUE/BLACK INK.**

License Number: \_\_\_\_\_

Name as appears on the License: \_\_\_\_\_

Address as it appears on the License: \_\_\_\_\_  
\_\_\_\_\_

**State Real Estate Commission  
PO Box 8413  
Harrisburg, PA 17105-8413**

This business has closed or will be closing effective May 31, 2010. (No fee required.) **Standard Licensees: If your license is inactive for a period of five years or more, and your license classification requires an examination, you will be required to take and pass the real estate examination to reinstate your license.**

IF YOU ARE CHANGING YOUR BUSINESS NAME AND/OR BUSINESS ADDRESS, download the correct application from the Commission's website [www.dos.state.pa.us/estate](http://www.dos.state.pa.us/estate) by clicking on Commission Applications. Return this notice and fee as well as the completed application (including all required attachments and fees) to the Commission office.

**THE FOLLOWING QUESTIONS MUST BE ANSWERED:**

| <b>If you answer YES to questions 3 through 5 – provide details AND attach certified copies of legal document(s).</b>  | <b>YES</b> | <b>NO</b> |
|--|------------|-----------|
| 1. Does this business hold a license to practice this profession in any other state or jurisdiction?<br>List:  |            |           |
| 2. Are you currently doing business at the address that is listed on your license?   |            |           |
| 3. <b>Since initial application or last renewal</b> , whichever is later, has the business had disciplinary action taken against its license in any state or jurisdiction?   |            |           |
| 4. <b>Since initial application or last renewal</b> , whichever is later, has the business withdrawn an application for a license, had an application for a license denied or refused, or agreed not to reapply for a license in any state or jurisdiction?  |            |           |
| 5. <b>Since initial application or last renewal</b> , whichever is later, have you been convicted, found guilty or pleaded nolo contendere, or received probation without verdict or accelerated rehabilitative disposition (ARD) as to any felony or misdemeanor, including any drug law violations, or do you have any other criminal charges pending and unresolved in any state or jurisdiction? You are not required to disclose any ARD or other criminal matter that has been expunged by order of a court. |            |           |
| 6. <b>STANDARD LICENSEES:</b> Since your last renewal have you completed 14 hours of Commission-approved continuing education or were you initially licensed on or after December 1, 2009?<br><b>RECIPROCAL LICENSEES:</b> Do you maintain a current license in the reciprocal state used for PA licensure?  |            |           |

\*If you hold a standard license you are NOT required to submit continuing education transcripts at this time. Further, if you hold a reciprocal license you are NOT be required to send a Certificate of Licensure to this office at this time. After the renewal period, the Commission will perform a random audit. If you are selected in that random audit you will receive a letter explaining what information must be submitted. If you submit additional information with this renewal form, it will not be returned to you and it will not be used for the random audit.

I verify that this form is in the original format as supplied by the Department of State and has not been altered or otherwise modified in any way. I am aware of the criminal penalties for tampering with public records or information pursuant to 18 PA C.S. 4911 and that any false statement made is subject to the penalties of 18 PA C.S. 4904 relating to unsworn falsification to authorities and may result in my license being disciplined.

Signature of Broker (**Mandatory**): \_\_\_\_\_ Date: \_\_\_\_\_

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|---|--|
| <b>EXPIRATION DATE</b>  | <b>5/31/2012</b>   |
| <b>FEE –Check or Money Order payable to:<br/>COMMONWEALTH OF PENNSYLVANIA</b><br>Write your license number on your payment.   ⇒   ⇒     | <b>\$126.00</b>  |
| <b>LATE FEE - \$5.00 per month assessed when postmarked after May 31, 2010. Processing fee of \$20.00 charged for returned payment.</b> | <b>PRACTICING ON AN EXPIRED LICENSE MAY RESULT IN DISCIPLINARY ACTIONS AND ADDITIONAL MONETARY PENALTIES</b> |