



Application for a Broker License by an Individual Information Sheet

**THIS FORM IS FOR AN INITIAL BROKER LICENSE.
DO NOT USE THIS FORM IF YOU WERE LICENSED AS A TEXAS BROKER IN THE PAST TWO YEARS.**

BREAK DOWN OF FEES	
TREC Application Fee	150.00
Texas Online Fee	5.00
Real Estate Center at TX A&M	70.00
Recovery Fund Fee	10.00

ALL FEES LISTED ABOVE ARE NONREFUNDABLE AND MUST BE SUBMITTED WITH THE APPLICATION. AN APPLICATION SUBMITTED WITHOUT THE APPROPRIATE FEES WILL BE REJECTED AND RETURNED. All fees should be paid by a single **CASHIERS CHECK, PERSONAL CHECK OR MONEY ORDER** payable to TREC.

IMPORTANT INFORMATION - PLEASE READ CAREFULLY

- To apply, you must be a citizen of the United States, or a lawfully admitted alien and eighteen (18) years of age or older. A Deferred Action for Childhood Arrivals (DACA) recipient does not qualify as a lawfully admitted alien.
- You must have fingerprints on file with the Department of Public Safety (DPS) for TREC or TALCB in order to satisfy the statutory requirement for honesty, trustworthiness, and integrity. **Fingerprints on file for other agencies will not be accepted.** For additional information on fingerprinting requirements, including how to schedule an appointment, please visit www.trec.texas.gov/fingerprint-requirements.
- All requirements for a license must be met within one year of the application filing date, or the application expires.

Education

Submit copies of college transcripts or course completion certificates with this application. **DO NOT SUBMIT ORIGINALS.**

Experience

You must include the Qualifying Experience Report for a Broker License form, and a transaction identification list for all transactions claimed on the experience report.

The Commission may request, either prior to or after licensure, documentation to substantiate any or all of the experience you claim. Failure to promptly provide requested documentation, or false claims of experience are grounds to deny the application, or suspend or revoke an applicant's current license.

Examination

After your application is accepted for processing and education and experience requirements are satisfied, you will be notified of eligibility to sit for the examination. License examinations are administered by a national testing service contracted by TREC. The exam eligibility notification will have instructions for contacting the exam administrator and obtaining a copy of the Candidate Handbook. The Candidate Handbook contains information about the examination, study material, and instructions for making an exam reservation.

PRIVACY NOTICE

In accordance with Chapter 559, Government Code, the following notice about certain information laws and practices is given.

- (1) With few exceptions, an individual is entitled on request to be informed about the information that a state governmental body collects about the individual.
- (2) Under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information.
- (3) Under Section 559.004 of the Government Code, the individual is entitled to have the governmental body correct information about the individual that is incorrect

9. Have you been licensed as a real estate sales agent or broker in a state **other than Texas** within the last five (5) years? Yes No

If the answer is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>

10. (a) Have you ever had a professional or occupational license in this state or any other state suspended, canceled or revoked, or ever surrendered such a license? Yes No

(b) Have you ever had an application for a professional or occupational license disapproved or denied in this state or any other state? Yes No

(c) Are there any disciplinary hearings or investigations pending against any professional or occupational licenses you hold in this state or any other state? Yes No

If the answer to (a), (b), or (c) is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>

11. Are there any unpaid judgments against you? Yes No

If the answer is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>

12. (a) Have you ever been convicted of a criminal offense? (Include all felonies, all misdemeanors other than minor traffic tickets, and all military tribunal convictions.) Yes No

(b) Have you ever been placed on parole, probation or community supervision (also known as deferred adjudication) regardless of whether the case was dismissed or you were discharged? Yes No

(c) Are there any criminal charges pending against you? Yes No

If the answer to (a), (b), or (c) is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>, even if you have disclosed these offenses on a previous TREC form or application.

13. Have you ever acted, or attempted to act, as a real estate broker or sales agent or appraiser in this state or in any other state at a time when not properly licensed?(Include all periods in which you acted either before obtaining a license or after a license may have expired.) Yes No

If the answer is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>

14. List below all names (maiden, aliases, nicknames, etc.) by which you have been known.

_____	_____
_____	_____
_____	_____

15. Assumed business name or dba (if any):

16. Attach photocopies of transcripts or course completion certificates with this application to satisfy the education requirements. Retain the original documents for your personal files. The documents that are submitted with this application will not be returned to the applicant.

STATEMENT OF BROKER APPLICANT

I certify that I am eighteen (18) years of age or older and that I am a citizen of the United States or a lawfully admitted alien. I certify that I have examined this application and the answers given are true, correct and complete. I understand that providing answers that are not true, correct, and complete is grounds for disapproval of this application or revocation of my license. I authorize the Texas Real Estate Commission to conduct any investigations of me which it deems prudent. I understand that information revealed in an investigation may be cause for disapproval of the application even though other requirements for a license have been met and that if an investigation is necessary, it may not be conducted until I have passed the examination. I further understand that information submitted in conjunction with this application may be subject to public disclosure or inspection in accordance with the Public Information Act (Chapter 552, Government Code). If granted a license, I will abide by the provisions of The Real Estate License Act and the Rules of the Texas Real Estate Commission. I CERTIFY THAT I WILL NOT PERFORM ANY ACT OF A REAL ESTATE BROKER UNTIL AN ACTIVE TEXAS REAL ESTATE COMMISSION LICENSE CERTIFICATE IS IN MY POSSESSION.

I understand that the contents of the qualifying examination are confidential and that revealing questions and answers to another applicant or to any person associated with a school or examination preparation course is grounds for disapproval of this application or revocation of my license. If I am asked to reveal the contents of an examination, I will not do so.

_____ Date

_____ Applicant's Signature

**IF ALL REQUIREMENTS FOR A
LICENSE ARE NOT MET WITHIN ONE
(1) YEAR OF THE FILING DATE, THE
APPLICATION EXPIRES.**

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