



**Texas Real Estate Commission**  
**P.O. Box 12188**  
**Austin, Texas 78711-2188**  
 (512) 936-3000 [www.trec.texas.gov](http://www.trec.texas.gov)

Application for a Real Estate Broker License

**Supplement B-Qualifying Experience Report for a Broker License After an Application has Been Filed.**

**Applicant Name** (ENTER NAME EXACTLY AS SHOWN ON APPLICATION PAGE 1)

\_\_\_\_\_

Last First Middle License Number

**Instructions for Completing Supplement B**

You must accumulate at least 3600 points to qualify for a broker's license based on experience as a real estate license holder. An applicant must also be actively licensed as a real estate salesperson or broker for a minimum period of **4 years** during the **5 years preceding the date the application is filed**. For calculation purposes the experience period for this form begins on the **date the application is filed**.

1. Only experience gained during the period after the date the broker application is filed may be used for this report.
2. Multiply the number of transactions performed by the point value indicated to arrive at the points earned for that category per year.
3. Add the points earned for each category to arrive at your total points for Supplement B.
4. Add the points reported under Supplement A to arrive at your total points.
5. Enter the total figure on the Total Qualifying Points line. You should have at least 3600 final qualifying points.
6. You must file "Supplement A" to receive credit for experience earned before the application is filed.
7. If you are unable to obtain sufficient documentation and/or signatures to support your claim for experience, you must file TREC No. AFF-A, Affidavit in Lieu of Documentation and/or Signature and two TREC No. AFF-B, Affidavit in Support of Applicant's Claim of Experience each signed by a different individual familiar with your circumstances.
8. Examples of documentation that supports experience may include executed contracts, listing agreements, HUD1s, etc., that clearly demonstrate applicant's active participation. You must complete the entire experience report to report your qualifying experience including broker signature(s) and verification.

Points earned for experience must be calculated below.

CATEGORY OR TRANSACTION TYPE	POINT VALUE x # OF TRANSACTIONS	=	TOTAL POINTS EARNED PER CATEGORY	=	TOTAL POINTS EARNED
<i>Residential: Single Family, Condo, Co-op unit, Multi family (1 to 4 unit), Apartment Unit Lease</i>					
1. CLOSED PURCHASE OR SALE - with improvements.....	300 X TRANSACTIONS	=	_____	=	_____
2. EXECUTED LEASE LANDLORD OR TENANT - new, renewal or extension.....	50 X TRANSACTIONS	=	_____	=	_____
3. PROPERTY MANAGEMENT - Rent collections per property/per year.....	25 X TRANSACTIONS	=	_____	=	_____
4. EXCLUSIVE RIGHT TO SELL LISTINGS.....	10 X TRANSACTIONS	=	_____	=	_____
5. BUYER OR TENANT REPRESENTATION AGREEMENTS.....	10 X TRANSACTIONS	=	_____	=	_____
6. CLOSED PURCHASE OR SALE UNIMPROVED RESIDENTIAL LOT.....	50 X TRANSACTIONS	=	_____	=	_____
TOTAL NUMBER OF POINTS EARNED			_____	=	_____

CATEGORY OR TRANSACTION TYPE	POINT VALUE x # OF TRANSACTIONS	=	TOTAL POINTS EARNED PER CATEGORY	
			YEAR 1	TOTAL POINTS EARNED
<b>Commercial:</b> Apartments (5 units or more), Office, Retail, Industrial, Mixed Use, Hotel, Parking Facility, Specialty, Other				
7. CLOSED PURCHASE OR SALE.....	500 X TRANSACTIONS	=	_____	= _____
8. EXECUTED LEASE LANDLORD OR TENANT - new, renewal or extension/per year (up to five years per transaction).....	100 X TRANSACTIONS	=	_____	= _____
9. PROPERTY MANAGEMENT - Rent collections per property/per year.....	150 X TRANSACTIONS	=	_____	= _____
10. LISTINGS.....	20 X TRANSACTIONS	=	_____	= _____
11. BUYER OR TENANT REPRESENTATION AGREEMENTS.....	20 X TRANSACTIONS	=	_____	= _____
TOTAL NUMBER OF POINTS EARNED PER YEAR			_____	_____
<b>Farm and Ranch, Unimproved Land:</b> Farm and Ranch (with residence, improved, or unimproved) or Unimproved Land				
12. CLOSED PURCHASE OR SALE.....	300 X TRANSACTIONS	=	_____	= _____
13. EXECUTED LEASE LANDLORD OR TENANT-new, renewal or extension.....	50 X TRANSACTIONS	=	_____	= _____
14. PROPERTY MANAGEMENT-Rent collections per property/per year.....	50 X TRANSACTIONS	=	_____	= _____
15. LISTINGS.....	10 X TRANSACTIONS	=	_____	= _____
16. BUYER OR TENANT REPRESENTATION AGREEMENTS.....	10 X TRANSACTIONS	=	_____	= _____
TOTAL NUMBER OF POINTS EARNED PER YEAR			_____	_____
<b>Brokerage Branch Office or Team Management</b> (at least 1 agent supervised; written designation by broker required)				
17. 20 points per month (maximum of 1200 points).....		=	_____	= _____
TOTAL NUMBER OF POINTS EARNED FOR THIS TIME PERIOD			_____	_____
TOTAL NUMBER OF POINTS CARRIED OVER FROM SUPPLEMENT A			_____	_____
TOTAL QUALIFYING POINTS (MUST BE AT LEAST 3600 PTS)				<input style="width: 50px; height: 20px;" type="text"/>

### TRANSACTION IDENTIFICATION LIST

*You must attach a spreadsheet listing the following information for each transaction claimed to this experience report:*

Category	Transaction Type	Property Address or Description	Buyer or Seller Name
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# EMPLOYMENT HISTORY

**Salesperson Experience - I was actively engaged as a licensed real estate salesperson as indicated below:**

Broker's Name, Address and Telephone Number	License Number	From MM/YYYY	To MM/YYYY

*Notice to Applicant:* The information given on this application is subject to verification. In order to prevent any unnecessary return of your application, please provide us with information that will help us contact you by telephone or email if needed.

Business Number \_\_\_\_\_

Home Number \_\_\_\_\_

Alternate Number \_\_\_\_\_

Email address \_\_\_\_\_

## CERTIFICATIONS

All claimed transactions are subject to verification. In order to claim experience points, the applicant must be able to provide documentation, such as an executed contract, listing agreement, or HUD 1, that clearly demonstrates the active participation of the applicant in each transaction. If the applicant is unable to provide documentation and/or obtain the sponsoring broker's signature the applicant must attest to that using a separate verification, Affidavit in Lieu of Documentation and/or Signature, TREC Form No. Aff-A. In addition, the applicant must submit two of the TREC forms entitled "Affidavit in Support of Applicants Claim of Experience", TREC Form No. Aff-B, each signed by a different individual familiar with the applicant's circumstances.

Failure to provide satisfactory supporting documentation when requested may result in denial of the application and/or disciplinary action initiated against the applicant and broker.

We, the undersigned, jointly certify that the named applicant has accumulated a total of \_\_\_\_\_ points as indicated in the preceding qualifying experience report. We further certify that the information given above is true to the best of our knowledge and belief. We understand that any material misstatement made may result in the revocation or suspension of the license, if issued, as well as any existing license of the applicant and/or the broker.

Applicant Signature/Date \_\_\_\_\_

Broker Signature/Date \_\_\_\_\_

*Additional Affirmations if Necessary:*

We, the undersigned, jointly certify that the named applicant has accumulated a total of \_\_\_\_\_ points as indicated in the preceding qualifying experience report. We further certify that the information given above is true to the best of our knowledge and belief. We understand that any material misstatement made may result in the revocation or suspension of the license, if issued, as well as any existing license of the applicant and/or the broker.

Applicant Signature/Date \_\_\_\_\_

Broker Signature/Date \_\_\_\_\_

*Additional Affirmations if Necessary:*

We, the undersigned, jointly certify that the named applicant has accumulated a total of \_\_\_\_\_ points as indicated in the preceding qualifying experience report. We further certify that the information given above is true to the best of our knowledge and belief. We understand that any material misstatement made may result in the revocation or suspension of the license, if issued, as well as any existing license of the applicant and/or the broker.

Applicant Signature/Date \_\_\_\_\_

Broker Signature/Date \_\_\_\_\_

*The information and certifications on this page must be supplied for each broker who sponsored the applicant during the periods being reported on the experience report.*