



REALM PORTAL

**Real Estate and Appraiser License  
Management Portal**

# How To Link a License to Your Account

With Record ID and PIN

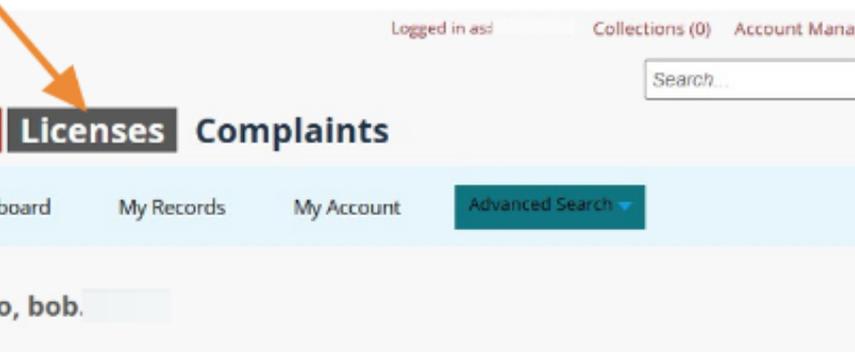
[talcb.texas.gov/lms](https://talcb.texas.gov/lms)  
[trec.texas.gov/lms](https://trec.texas.gov/lms)

# Overview

This guide provides step-by-step instructions for using a Record ID and PIN Number to connect license information to a REALM Portal account. License holders, keep in mind that your Record ID is your license number followed by an alpha code.

Before beginning, check whether your license information is already linked to your REALM Portal account: Log in and click the My Records tab. If you see your information, you're all set. If you do not, proceed with these 10 steps.

## STEP 2

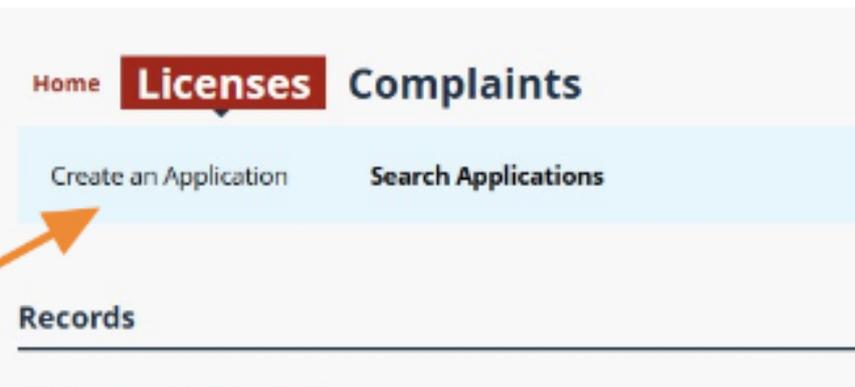


**1**  
Log in or create an account in the REALM Portal.



**2**  
Once logged in, navigate to "Licenses."

## STEP 3

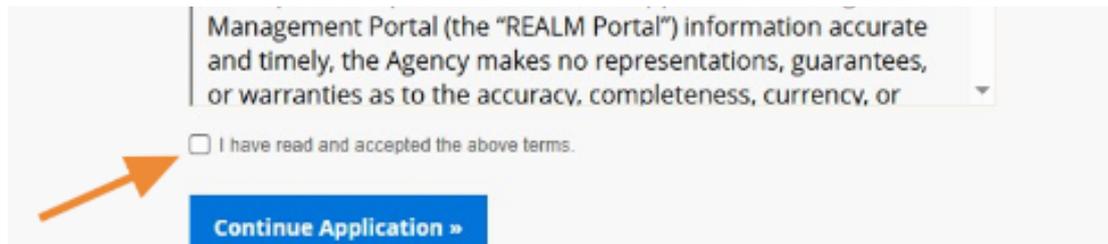


**3**  
Click "Create an Application."

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4

Check the box to accept terms. Continue application.



Management Portal (the "REALM Portal") information accurate and timely, the Agency makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or

I have read and accepted the above terms.

Continue Application »

5

Click "PIN Link Records to your Account." Select "PIN Record" in the drop-down menu. Continue application.



- ▶ Disconnect Records from your Account
- ▶ PIN Link Records to your Account
- ▶ TREC - Miscellaneous Transactions
- ▶ TREC - Licenses
- ▶ TREC - Timeshare
- ▶ TREC - Qualifying Education (QE)
- ▶ TREC - Continuing Education (CE)
- ▶ TREC - Audit and Compliance

6

For the "Select Type" drop-down menu, click "Use a PIN Number." Continue application.



LINKING TYPE

\* Select Type: Use a PIN Number

Save and resume later Continue Application

7

Input the Record Number and PIN Number. Make sure there are no spaces. Continue application.



\* Record Number:

\* PIN Number:

Save and resume later Continue Application »

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8

Your license information should appear. Continue application.



9

Review and edit if necessary, then continue application.



10

Confirmation page: Your license information is now in your REALM Portal account. View it in the My Records tab.

**PIN Record**

1 Step 1 | 2 Review | 3 Record Issuance

**Step 1: Step 1 > Returned Records** \* Indicates a required field

**Custom Lists**

**RETURNED RECORDS**  
The following records were found that would be linked to your account if you proceed

Showing 1-1 of 1

Record #
26-00020-RESP

[Save and resume later](#) [Continue Application »](#)

**PIN METHOD** [Edit](#)

Record Number: 26-00020-RESP  
PIN Number: REC25006VO

**Custom Lists**

**RETURNED RECORDS** [Edit](#)

Record #
26-00020-RESP

[Save and resume later](#) [Continue Application »](#)

**PIN Record**

3 Record Issuance

**Step 3: Record Issuance**

Thank you for using our online services.  
Your submission has been received.

Thank you for using our online services.  
**Your Record Number is PIN-2025-00047.**  
You will need this number to check the status of your application.

Choose "View Record Details" to check status or make other updates.