



Broker/Associate Broker \$150.00
Salesperson \$75.00
PAPER PROCESSING FEE \$35.00
or
ONLINE PROCESSING FEE \$3.00

West Virginia Real Estate Commission
2006 Quarrier Street
Charleston, WV 25311
304.558.3555
rec.wv.gov

Paper Renewal Form

Application is hereby made under the provision of WV Code §30-40 for renewal of my license.

I. APPLICANT INFORMATION

Applicant's Name _____ License #: _____
Email _____ Phone # _____
Mailing Address _____
(Street/PO Box) (City) (State) (ZIP Code)

II. RENEWAL INFORMATION

- I am renewing as a: SALESPERSON ASSOCIATE BROKER BROKER
- My license should be renewed as: Active (Attach a copy of CE) Inactive (Skip question #4; no broker signature needed)
- Are you now or have you been, within the past 12 months: (1) a party to any civil suit or proceeding arising out of any transaction involving real property, other than actions for eviction or for the collection of back rent, or, (2) a party to any criminal proceeding other than a misdemeanor traffic violation? Yes No

If yes, and you have not previously notified the Real Estate Commission, attach complete details, including original court documents.

4. Company Name: _____ Company ID Number: _____
Broker's Name: _____
Broker Signature

5. I affirm & certify that all the information & answers to questions herein are complete, true and correct to the best of my knowledge.

Licensee Signature

You may not conduct real estate business after June 30, unless your license has been properly renewed on active status prior to that date.

FEE SCHEDULE: If paid by June 30.

PROCESSING FEE: Must choose one.

ADDITIONAL FEES: If paid after June 30.

Broker \$150
Associate Broker \$150
Branch Office \$150
Salesperson \$75

Online \$3
Paper \$35

Late Renewal Fee \$50 If postmarked 7/1 - 8/31
Reinstatement Fee \$75 If postmarked 9/1 - 10/30
\$100 If postmarked 11/1 - 12/31