



Re-Examination Fee \$15.00
and
Paper Processing Fee \$10.00
OR
Online Processing Fee \$5.00

West Virginia Real Estate Commission
300 Capitol Street, Suite 400
Charleston, WV 25301
<https://rec.wv.gov>

Request for RE-EXAMINATION

Application is hereby made under the provisions of Chapter 30, Article 40, Code of West Virginia, for a real estate license. Making a false statement may subject the licensee to disciplinary action including, but not limited to, immediate revocation or suspension of the license.

I. APPLICANT INFORMATION

Note: The name and date of birth must match on the government issued photo identification you will use at the examination site.

Applicant's Name _____ Email: _____
(First) (Middle) (Last)

Mailing Address _____
(Street/PO Box) (City) (State) (ZIP Code) (County)

II. EXAM INFORMATION

Note: Please circle the exam(s) you need to **retake**. Submit any pass certificates with this application.

Salesperson National
Salesperson State

Broker National
Broker State

III. ETHICAL AND LEGAL HISTORY

For questions 1-4, a **YES** answer must accompany a complete explanation. Questions apply to **all professional licenses** maintained.

<input type="checkbox"/> YES	<input type="checkbox"/> NO	1. Have you ever had a professional license refused, denied, suspended, or revoked, or had any other form of disciplinary action taken against you in this or any other jurisdiction?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	2. Has any complaint been filed against you with the West Virginia Real Estate Commission or any other jurisdiction within the last five years?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	3. Are you now a party, either as complainant, plaintiff, or defendant, in any litigation involving real estate?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	4. Have you or any member or officer of your brokerage business been convicted of any criminal offense or are there any current criminal charges pending? (If yes, contact the Commission for additional information prior to submitting your application.)
<input type="checkbox"/> YES	<input type="checkbox"/> NO	5. Do you understand that the licenses of all salespersons and associate brokers shall be retained in the broker's custody and control, and returned promptly to the Commission upon termination of licensee's employment or upon the request of the Commission?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	6. Have you read the West Virginia Real Estate License Act and Legislative Rules?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	7. Do you agree to conduct all business in a strictly legitimate and ethical manner abiding by the West Virginia Real Estate License Act and the Legislative Rules of the Commission?
<input type="checkbox"/> YES	<input type="checkbox"/> NO	8. Have you completed your criminal background check using the code 228Q6K?

Your application to sit for the examination can not be processed until the criminal background check is completed.

IV. AFFIDAVIT

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

Signature of Applicant

V. RECOMMENDATION OF SPONSORING BROKER

I, _____, a real estate broker duly licensed under the laws of West Virginia, as such, do hereby certify to the West Virginia Real Estate Commission that _____, the applicant, is about to enter my employ, and that, in my opinion, the applicant is honest, trustworthy, and of good reputation, and I recommend that the applicant is granted the right to sit for the real estate salesperson examination. I certify that I have reviewed the application in its entirety.

Signature of Broker

Company Name

STATE OF _____

COUNTY OF _____

Taken, subscribed and sworn before me this _____ day of _____, 20____,

My commission expires: _____

Notary Public