



West Virginia Real Estate Commission
300 Capitol Street, Suite 400
Charleston, WV 25301
(p)304.558.3555; (f)304.558.6442
<https://rec.wv.gov>

APPLICATION TO SIT FOR THE REAL ESTATE BROKER EXAM

For Office Use Only

(\$25 Application Fee Required)

<input type="checkbox"/> REC APPROVAL:	AFIS -	APPLICATION #:	<input type="checkbox"/> SCHOOL CODE
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Application is hereby made under the provisions of Chapter 30, Article 40, Code of West Virginia, for a license as a real estate broker. Making a false statement may subject the licensee to disciplinary action including, but not limited to, immediate revocation or suspension of the license obtained.

PLEASE PRINT LEGIBLY OR TYPE

I. APPLICANT INFORMATION

Applicant's Name _____
(First) (Middle) (Last) (Phone Number)

Other Names Used _____ Email address _____

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

Social Security # _____ Birth Date _____ Birth Place _____
(City) (State)

Have you previously submitted an application to the West Virginia Real Estate Commission? _____ If yes, when? _____

Are you a high school graduate or the holder of an equivalent diploma? _____

II. REAL ESTATE EDUCATION

You must have completed a total of 180 clock hours pre-license real estate education from a provider approved by the West Virginia Real Estate Commission. You must attach original completion certificates or transcripts.

Course Sponsor/Sponsors	Date Completed
_____	_____
_____	_____
_____	_____

IV. GENERAL

1. I am currently a resident of the State of _____ Since _____

Note: Every non-residen applicant must submit an Affidavit of Residency form and a copy of their state issued ID (drivers license.)

2. Did you ever hold a real estate license in another state? Please list.

City, State

Dates

Type of License Held

Note: You must enclose an original "Certification of Licensure" from each jurisdiction in which you currently hold, or have held, a real estate license. Certifications are obtained from the Real Estate Commission of the particular jurisdiction and are not a copy of your license. Certifications must be dated within 60 days of the date this application is submitted.

		YES	NO
3.	Have you ever had a real estate license or any other professional license refused, suspended or revoked, or had any other form of disciplinary action taken against you in this or any other jurisdiction? (If yes, attach complete details.)		
4.	Has any complaint been filed against you with the West Virginia Real Estate Commission or a Real Estate Commission of any other jurisdiction within the last five years? (If yes, attach complete details.)		
5.	Are you now a party, either as complainant, plaintiff or defendant, in any litigation involving real estate? (If yes, attach complete details.)		
6.	Have you ever been convicted of any criminal offense, or is there any criminal charge now pending against you or any member or officer of your partnership, association or corporation? (If yes, attach complete details.)		
7.	Do you agree to conduct all business in a strictly legitimate and ethical manner?		
8.	Is the initial license obtained by taking the pre-license course and licensing exam in your state of residency current?		
9.	Have you completed your criminal background check? Your application to sit for the exam can't be processed until the criminal background check is received by the Commission.		

AFFIDAVIT

I, the applicant, being duly sworn, depose and say that I am the applicant above named, that I have read the foregoing application and the answers thereon, and that such answers, to the best of my knowledge and belief are true and correct, and I personally attach my signature to this affidavit.

Signature of Applicant

STATE OF _____

COUNTY OF _____

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

My commission expires: _____

Notary Public

RECOMMENDATIONS OF REAL ESTATE OWNERS

RECOMMENDATION #1

I, _____, hereby certify; I have owned real estate in _____ County, State of _____ for at least the past twelve (12) months; I have known _____, the applicant, for the past two (2) years; I am not related to the applicant; I am not affiliated with the applicant as an employer, partner or associate: I am not affiliated with the broker that will employ the applicant; I know the applicant bears a good reputation for honesty, trustworthiness and fair dealing, and believe the applicant is competent to transact the business of a real estate broker in a manner that will protect the interest of the public; I do hereby recommend that a license be granted to the applicant.

Property Owner's Signature

Address: _____

Phone #: _____

STATE OF _____

COUNTY OF _____

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

My commission expires: _____

Notary Public

Notary Seal

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