

NEBRASKA REAL ESTATE COMMISSION

Application for License as a Real Estate Broker

This form is for the use of an individual and must be personally prepared by the applicant.
Every question must be answered or application will be returned for completion.

Fees Not Refundable

Application and Examination Fee:

**Fees for those qualifying
Through License Recognition:**

A RECENT PASSPORT TYPE PHOTO MUST ACCOMPANY THIS APPLICATION.

INSTRUCTIONS

Please note: Jurisdiction as used in this application means a state, district, or territory of the United States, a province of Canada or a foreign county, or a political subdivision of a foreign country, which has implemented and administers laws regulating the activities of a real estate licensee.

Please print in ink or use a typewriter in completing this application. If additional space is needed in answering any questions, use a separate sheet of paper and indicate the number of the question to which the information applies. Return completed application and all fees to the Nebraska Real Estate Commission, P.O. Box 94667, Lincoln, NE 68509-4667.

In compliance with the provisions of the Nebraska Real Estate License Act, I hereby make application for a license authorizing me to engage in the business of a Real Estate Broker, and in support of this application make the following statements:

1. Full Legal Name (Last, First, Middle)	Social Security Number
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2. a. Name under which you intend to do business, if different from Full Legal Name above.

b. List all other names by which you have been known (maiden name, prior married name, nicknames, etc.)

3. Full Residence Address (Street, City, Jurisdiction and Zip Code) A post office box can only be used if accompanied by a full street address or full rural route address.	County (Nebraska Residents Only)
	Daytime Telephone Number (include area code) ()
E-mail address	Residence Telephone Number (include area code) ()

4. List all prior residences for the past three years.

Street Address	City	Jurisdiction	Dates of Residence
a.			
b.			
c.			

5. Date of Birth (Month, Day, Year)	Place of Birth	6. Spouse's Name (if applicable)
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7. (Answer a OR b) a. Firm or trade name(s) under which you expect to do business as a designated broker.

b. Firm with which you will be associated as an associate broker (Skip question 9).

8. Business Address (Street, City, County, Jurisdiction, Zip Code)

Telephone Number (include area code) ()
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FOR OFFICE USE ONLY

Education _____	Experience _____	Data Search _____	CH _____	Passing Exam Date _____
E & O Type: _____	Eff: _____	Exp: _____	Date E & O Ver Rec'd _____	
Date FPC Mailed or Given to Applicant _____	Date Approved with NSP _____	Date FP Rolled _____		

Approved by:	Receipt No.
Date Granted:	Card No.
License Mailed	License No.

9. If designated broker applicant is connected with a firm, partnership, limited liability company or corporation, give names and residence addresses of all members or officers of said real estate business. (Associate broker applicants are not required to answer this question.)

10. Give below the places where you have been engaged in any kind of business or vocation, stating the nature of the business, your employer, his/ hers/ its address, position you held and the length of time you held such position, accounting for the entire period of the last three years. If self-employed, homemaker, student, or unemployed during this three year period, include as part of employment.

10a. Business Name, Address (Street, City, Jurisdiction, Zip Code) and Phone Number.	Nature of Business		
	Position Held	From	To
10b. Business Name, Address (Street, City, Jurisdiction, Zip Code) and Phone Number.	Nature of Business		
	Position Held	From	To
10c. Business Name, Address (Street, City, Jurisdiction, Zip Code) and Phone Number.	Nature of Business		
	Position Held	From	To
10d. Business Name, Address (Street, City, Jurisdiction, Zip Code) and Phone Number.	Nature of Business		
	Position Held	From	To

11a. Have you ever **applied** for license to, or **been licensed** by, ANY real estate regulatory body in this country or any other country or any political subdivision, i.e. state, province, city, etc., of either, authorizing you to engage in any real estate activities? If yes, give the name and address of the regulatory body, type of license, and date of licensure. Yes No

b. Have you ever had an application rejected, or your license suspended or revoked? If yes, explain fully giving exact dates, Yes No NA places and full details of such rejection, suspension or revocation.

12a. Have you ever **applied** for license to, or **been licensed** by, ANY agency in this country or any other country or any political subdivision, i.e. state, province, city, etc., of either, authorizing you to engage in **any** profession or occupation other than real estate? If Yes, give the name and address of the agency, type of license, and dates of licensure. Yes No

b. Have you ever had an application rejected, or your license suspended or revoked? If yes, explain fully giving exact dates, Yes No NA places and full details of such rejection, suspension or revocation.

13. Have you ever been involved in any lawsuits, other than small claims court cases, domestic relations court cases, automobile court cases, or traffic court cases, either as plaintiff or defendant, during the past three years, or are there any such lawsuits pending at the present time? If yes, give full details including exact dates, places, parties, disposition, etc. Yes No

14. Have you ever been convicted of any misdemeanor or felony offenses, or is there any such charge now pending against you? If Yes, give full details including dates, places, disposition, and a detailed explanation of the events leading up to charge, etc. **(Even though a criminal background check is being completed, applicants must answer this question completely.)** Yes No

PHOTOGRAPH

Each application for an original license must be accompanied by a passport-type picture of the applicant. The photo must be of the applicant only head and shoulders, no smaller than 2"x2", and taken within the past year. Snapshots and digital photographs are acceptable if they meet these criteria.

- Photograph attached **OR** Photograph submitted separately via mail, email or personal delivery.
email: realestate.commission@nebraska.gov

EDUCATIONAL BACKGROUND

Give name and location of high school or institution issuing G.E.D. certificate. Copies of diplomas are required for those graduating with a G.E.D. **If a foreign high school graduate, equivalency must be evidenced by supplying a transcript from a U.S. college or university OR a document-by-document evaluation report from a National Association of Credential Evaluation Services (NACES) member organization.**

Name of High School	Location

STATUTORY EDUCATION

I have successfully completed, or will complete prior to being approved for the examination, the required number of real estate courses approved by the Nebraska Real Estate Commission consisting of a minimum of 30 class-hours each or three-credit hours each.

One of the following **MUST** be done (Check appropriate box):

- I have attached the course completion certificates or will submit them upon completion.

- On _____ I requested an official, certified transcript to be sent directly to your office from the college or university where the courses were taken.
Month Day Year

HISTORY OF YOUR REAL ESTATE EXPERIENCE AS A LICENSEE

Name of Employing Broker	Term of Employment From: _____ To: _____
Business Name, Address and Phone Number	Approximate hours spent by applicant each week as a salesperson performing real estate functions which require a license
	Approximate number of listings secured by applicant during any one year
	Approximate number of sales made by applicant during any one year
Name of Employing Broker	Term of Employment From: _____ To: _____
Business Name, Address and Phone Number	Approximate hours spent by applicant each week as a salesperson performing real estate functions which require a license
	Approximate number of listings secured by applicant during any one year
	Approximate number of sales made by applicant during any one year
Name of Employing Broker	Term of Employment From: _____ To: _____
Business Name, Address and Phone Number	Approximate hours spent by applicant each week as a salesperson performing real estate functions which require a license
	Approximate number of listings secured by applicant during any one year
	Approximate number of sales made by applicant during any one year

OTHER EMPLOYMENT HISTORY

Have you been gainfully employed in another business full-time or part-time while working as a real estate licensee? Yes No NA

If Yes, please explain and give number of hours per week involved in other business and dates of other employment.

FINANCIAL INFORMATION

Do you own real estate? Yes No

If Yes, list type: Home Rental Farmland Other _____

Bankruptcies None Yes If Yes, give date of filing, court of jurisdiction and date of discharge.

TRUST ACCOUNT INFORMATION

Complete A, B, C or D.

- A. On notification of having successfully passed the Real Estate Broker's examination I will open and maintain a separate non-interest bearing checking account which will be designated a trust account wherein all down payments, earnest money deposits or trust funds received by me or my salespersons or associate brokers on behalf of a principal or any other person will be deposited pursuant to Section 81-885.21, Reissued Revised Statutes of Nebraska 1943. I will notify the Commission of the name of the financial institution in which the trust account will be maintained and also the name of the account on forms provided therefore.
- B. As a non-resident licensee, or prior non-resident licensee, who will be operating as an employing or designated broker, I have opened and will maintain a separate non-interest bearing checking account which is designated a trust account wherein all down payments, earnest money deposits or trust funds received by me or my salespersons or associate brokers on behalf of a principal or any other person will be deposited pursuant to Section 81-885.21, Reissued Revised Statutes of Nebraska 1943. I will notify the Commission of the name of the financial institution in which the trust account will be maintained and also the name of the account on forms provided therefore.
- C. When I have been granted a Real Estate Broker's License, I will be an associate broker, of _____ who has supplied, (or will supply) trust account information.
- D. When I have been granted a Real Estate Broker's License on **inactive status**, I will not maintain a trust account. No funds belonging to others will ever come into my possession for the following reason: _____

ATTESTATION OF CITIZENSHIP

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

_____ I am a citizen of the United States OR
 _____ I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows: _____, and I agree to provide a copy of my USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.

Print Name (First, Middle, Last)

SIGNATURE

DATE

NOTICE OF RIGHTS CONCERNING BACKGROUND CHECK

By signing this application I hereby authorize the Nebraska Real Estate Commission to access and review the Nebraska and FBI national criminal history records that may pertain to me. I understand that I am able to receive any national criminal history record that may pertain to me directly from the FBI, pursuant to 28 CFR Sections 16.30-16.34, and that I can then freely disclose any such information to whomever I choose. By signing this application, it is my intent to authorize the dissemination of any national criminal history record that may pertain to me to the Real Estate Commission for real estate license issuance purposes.

I understand that, upon request in person and with proper identification, the Real Estate Commission will provide me a copy of the criminal history background report, if any, received on me and that I am entitled to challenge the accuracy and completeness of any information contained in any such report. Information on how to challenge the federal report can be found at FBI.gov. To challenge my Nebraska state record, I must contact the Nebraska State Patrol Criminal Identification Division. I may obtain a prompt determination as to the validity of my challenge before the Real Estate Commission makes a final decision about my status as a real estate licensee. **Upon issuance of the real estate license, background reports are destroyed and no longer available.**

STATEMENT OF APPLICANT

By choosing to complete and submit this Application, I understand that any false information will be sufficient reason for rejection of my application. I further understand that any false information contained in this Application may be a basis for revoking or suspending a license, if granted.

Submission of this Application will serve as authorization to release any and all information recorded on or attached with this application for licensing purposes to any state, federal, or other governmental investigative agency in this or any other country or political subdivision thereof.

Submission of this Application means I expressly agree that the Nebraska Real Estate Commission reserves the right to go outside this Application for information as to my trustworthiness and competency to act as a Real Estate Broker in the State of Nebraska.

Submission of this Application authorizes any governmental agency, consumer reporting agency, present or former employer, or any other individual, partnership, corporation, association, or educational institution, in this or any other country or political subdivision thereof, to furnish to the Nebraska Real Estate Commission, or its representatives, any information bearing upon my reputation for honesty, trustworthiness, integrity, and competence to transact the business of a Real Estate Broker in such manner as to safeguard the interest of the public and answer any and all questions that may be asked and herewith hold such persons harmless for giving any and all information within their knowledge or records. Such information may include, but is not limited to, records of arrest for criminal offenses, the circumstances involved in any such arrest, the suspension or revocation of any license authorizing me to engage in any profession or occupation, or the rejection of my application for any such license, and the reasons for such suspension, revocation, or rejection.

Submission of this Application verifies that the statements herein are true, made for the purpose of procuring a Nebraska Real Estate Broker's License and will be relied upon as true by the Commission in reviewing and acting on this Application. I hereby consent that these statements may be used as evidence by the Real Estate Commission of the State of Nebraska or in any court in Nebraska where a violation of the said Real Estate Law is claimed, and that the application and representations made by me in order to procure a Real Estate Broker's License and the statements herein made to said Real Estate Commission may at any time be used in evidence.

Print Name (First, Middle, Last)

SIGNATURE

DATE