

New Employing Broker Name (This does not apply to Individual Broker applicants.)		Employing Broker Permanent I.D. Number (if applicable)	
Business Address	City	State MI	Zip Code
Telephone Number	E-mail Address		
Assumed Name (if applicable)			
Will you be the Principal for this Employing Broker? (This does not apply to Individual Broker applicants)			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you passed the required examination? (if applicable)			
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Have you completed 90 hours of approved prelicensure education? (if applicable) Note: Possession of a law degree is considered equivalent to 60 clock hours of real estate education with 6 hours in civil rights law and fair housing law. Possession of a master's degree in business administration or finance from a degree or certificate granting public or independent nonprofit college or university, junior college, or community college is considered equivalent to 60 clock hours of real estate education. Possession of a bachelor's degree in business or finance from a degree or certificate granting public or independent nonprofit college or university, junior college, or community college is considered equivalent to 30 clock hours of real estate education.			
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Do you have the equivalent of 3 years of full-time experience in the business of real estate or in a field determined by the Department to be relevant and related to the business of real estate as outlined in MCL 339.2505(7)? (New applicant must complete & submit the Verification of Real Estate Experience for a Broker License)			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
Applicants whose license has been expired MORE than 3 years, must choose one of the following:			
<input type="checkbox"/> Exam: Contact the Department upon passing the exam.			
<input type="checkbox"/> Submit a copy of approved 90-hour prelicensure course completion certificate.			
<input type="checkbox"/> Submit proof of completion of six (6) hours of real estate continuing education for each year and partial year missed since the expiration date of the license. At least 2 hours for each year must involve law, rules, and court cases regarding real estate.			
Applicants whose license has been expired LESS than 3 years:			
<ul style="list-style-type: none"> • Must complete six (6) hours of real estate continuing education for each year and partial year missed since the expiration date of the license pursuant to MCL 339.2502a(4). At least 2 hours for each year must involve laws, rules, and court cases regarding real estate. Do not submit completion certificates; they must be retained for at least 4 years. The licensee shall produce the record that contains that evidence at the request of the department. 			
Required Additional Documents			
<ul style="list-style-type: none"> • Non-Michigan residents must submit a Consent to Service of Process. (This form may be found under License Applications & Forms at www.michigan.gov/realestate.) • If requesting a fee waiver as an individual who served in the armed forces - form DD214, DD215, or any other form acceptable to the Department that demonstrates you were separated from service with an honorable character of service or under honorable conditions (general) character of service. 			
Certification			
I certify that the statements in this document are true and complete. I understand that any omitted statement, misrepresentation, or fraud may be cause for denial of my application, disciplinary action, or may be punishable by law. I agree the Department is required by law to obtain my social security number pursuant to MCL 338.3434a. Further, if I am applying for relicensure and sign below, I certify that I have completed the required number of continuing education hours pursuant to MCL 339.2502a.			
_____ Signature		_____ Date	

VERIFICATION OF REAL ESTATE EXPERIENCE FOR A BROKER LICENSE (For New/First Time Broker Applicants Only)

Indicate your experience, pursuant to MCL 339.2505(7) and R 339.22217, below, by checking the appropriate box(es) and listing the corresponding information in the application table.

(i) Real Estate License: One year of credit for each 12-month period of licensure in which he/she closed 5 or more real estate transactions. (MUST SHOW THREE (3) SEPARATE YEARS.)		(ii) Builder: One year of credit for each 12-month period in which he/she built and personally sold or leased at least 5 residential units, commercial units, or industrial units or a combination of those types of units.	
Worked from – To (month/year)	# of Transactions	Worked from – To (month/year)	# of Units
(iii) Investor: Six months of credit for each 5 real property transactions personally negotiated for a purchase or sale by the individual for his/her own account, with a maximum of 1 year of credit allowed. However, an individual shall not receive credit under this subdivision if he/she engaged in more than 5 sales in any 12-month period in violation of section 2502b.		(iv) Land or condominium developers: 1 year of credit for each 2 developments or subdivisions that contain at least 10 units or parcels that he or she bought, subdivided, and improved for sale as lots or dwellings.	
Worked from – To (month/year)	# of Transactions	Worked from – To (month/year)	# of Units
(v) Property Management: 1 year of credit for managing at least 10 units, located in the state of Michigan, for 3 or more years. (Maximum total credit of 1 year can be earned for this activity)		(vi) Real Estate Appraiser licensed under article 26: One year of credit for each period equivalent to at least 40 hours per week, and at least 48 weeks per year, in which he/she acted as a real estate appraiser.	
Managed from – To (month/year)	# of units	Number of periods worked equivalent to 40 hours per week, 48 weeks per year:	
(vii) Attorneys: 1 year of credit for each year in which he/she acted as the attorney for at least 6 real estate transactions.			
Worked from – To (month/year)			# of Real Estate Transactions
(viii) Related Occupations: One year of credit for each period equivalent to at least 40 hours per week, and at least 48 weeks per year, in which the individual worked in a capacity directly related to the acquisition, financing, or conveyance of real estate, or in a position in which the individual was directly involved in a real estate business, including serving as the decision-making authority in any of the following positions:			
Check applicable box(es) and answer corresponding questions.			# of periods worked equivalent to 40 hours/wk, 48 wks/year
(A)	A loan or trust officer in a federal or state-regulated depository institution.		
(B)	A loan or trust officer in a mortgage company.		
(C)	A real estate officer of a corporation which is not a licensed real estate broker.		
(D)	A title insurance company officer engaged in the closing of escrow accounts and real estate closings.		
I certify that the statements in this document are true and complete. I understand that any omitted statement, misrepresentation, or fraud may be cause for denial of my certificate, disciplinary action, or may be punishable by law.			
_____ Applicant's Signature		_____ Date	
_____ Applicant's Printed Name			