



# REAL ESTATE RECIPROCITY APPLICATION

State of Utah  
Department of Commerce  
Division of Real Estate

## \*RECIPROCITY EXISTS WITH GEORGIA, MISSISSIPPI, AND ALBERTA\*

Complete, sign, have notarized, and submit this form along with license histories, 2 completed Blue FD-258 fingerprint cards, fingerprint waiver, social security verification form and for agents a \$152 non-refundable fee or for brokers a \$158 non-refundable fee, by mail or in person.

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Utah Company: \_\_\_\_\_ License Number: \_\_\_\_\_

Utah Broker Signature: \_\_\_\_\_ License Number: \_\_\_\_\_

APPLICATION FOR:    ( ) Sales Agent    ( ) Associate Broker    ( ) Branch Broker    ( ) Principal Broker

**\*\*WARNING: Failure to accurately answer ALL questions may result in the loss or restriction of your license.\*\***

YES NO

- 1. Are you at least 18 years of age?
- 2. Do you attest that you have a high school diploma or GED?
- 3. Have you EVER had a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) denied, revoked, or suspended?
- 4. Have you EVER had a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) sanctioned? Sanctions include, but are not limited to, having a credential restricted, limited, placed on probation, being required to pay a fine or penalty, take education, or comply with any other condition?
- 5. Have you EVER been sanctioned or banned from engaging in any activity by Freddie Mac, Fannie Mae, FHA (HUD), VA, or similar organization for any period of time or for any reason?
- 6. Have you EVER been ordered to cease and desist from any conduct related to a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity)?
- 7. Have you EVER allowed a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) to expire or lapse while you were under investigation by a regulatory or licensing body, or while a regulatory action was pending against you?
- 8. Do you have knowledge of any complaint, investigation, or disciplinary action CURRENTLY ongoing or pending against you by a regulatory or licensing body?
- 9. Have you EVER been convicted of, or pled guilty or nolo contendere to a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense? A traffic offense can be prosecuted as a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense. Where this is the case disclosure is required.



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**Yes No**

- 10. Have you EVER resolved a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense through a plea in abeyance, diversion agreement, withheld judgment, or other method whereby a charge was held in suspense during a period of time in which you were on probation or were obligated to comply with conditions outlined by a court? A traffic offense can be prosecuted as a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense. Where this is the case disclosure is required.
- 11. Currently, are you aware of any investigation(s), indictment(s), or criminal charge(s) for any crime in any jurisdiction which are pending against you?
- 12. Have you EVER been courts martial or discharged other than honorably from any branch of the armed services?
- 13. Have you EVER been required to register as a sex offender?
- 14. Have you EVER had a judgment entered against you in a civil court or in a bankruptcy court on the basis of fraud, misrepresentation, or deceit, or in any matter related to the purchase, sale, management, finance, loan origination, or valuation of real estate?
- 15. Have you EVER been found in contempt of court?

I hereby certify that the answers I provided to the questions above are true and correct. If I am a non-resident of the State of Utah, I do hereby appoint the Director of the Division of Real Estate as my agent in Utah upon whom process or pleadings may be served for and on behalf of Real Estate Broker or Agent within the meaning of Utah Code Annotated 61-2.

**YES answers require a detailed letter of explanation and copies of all court documents including charging and judgment documents; court dockets; and proof of completion of probation and restitution orders and payment of fines and judgments.**

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_ Appeared before me this \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, who deposes and says that the

information listed above is true to the best of his/her knowledge. (Notary) \_\_\_\_\_

**CERTIFICATION OF LEGAL PRESENCE**  
**FOR UTAH REAL ESTATE, MORTGAGE, APPRAISER, AND TIMESHARE**  
**APPLICANTS**

**APPLICANTS PLEASE NOTE:**

This document must be completed, signed, and submitted with your application to the Utah Department of Commerce in order to obtain your license. For each section, check the statement that applies to you and enter the data on the line provided before sending it to the Utah Department of Commerce.

**Industry/Type:**  **Appraiser**    **Appraiser Trainee**    **Mortgage**    **Real Estate**  
 **Timeshare**                      **License or NMLS number:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_

I certify under penalty of perjury that:

- I am a citizen of the United States and I have a valid US Drivers License or US State ID.  
License/State ID Number: \_\_\_\_\_ State: \_\_\_\_\_
  
- I am a citizen of the United States and do not have a valid US Drivers License or US State ID. *Please attach a legible copy of your valid passport or other documentation to verify you are a legal citizen of the United States.*
  
- I am a non-citizen of the United States, who is lawfully present in the United States and I have a valid US Drivers License or US State ID.  
License/State ID Number: \_\_\_\_\_ State: \_\_\_\_\_
  
- I am a non-citizen of the United States, who is lawfully present in the United States and I do not have a valid US Driver License or US State ID. *Please attach a legible copy of your current and valid government issued document showing evidence of authorization to work in the United States.*

I hereby certify that I have read and understood this document, and that the information I have provided is true and accurate.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## FINGERPRINT WAIVER

State of Utah  
Department of Commerce  
Division of Real Estate

In connection with my application for a license with the Utah Division of Real Estate, I hereby authorize the Division to obtain my fingerprints and to review my past and present employment and education records and to conduct a criminal history background check in order to ascertain any and all information which may be pertinent to my licensure qualifications. I do hereby release all government agencies including, but not limited to, the Utah State Bureau of Criminal Identification, the Federal Bureau of Investigation, the Utah Division of Real Estate, and the Utah Real Estate Commission, and their employees from any damages resulting from furnishing such information.

**WARNING:** If information received from the Utah Bureau of Criminal Identification or the Federal Bureau of Investigation indicates that I have failed to accurately disclose my criminal history to the Utah Division of Real Estate, I understand that any real estate license issued to me will be immediately and automatically revoked.

**REVIEW OF MY FBI RECORD:** I understand that I have the right to obtain my criminal history by contacting the FBI Field Office that serves my area for instruction on the procedure and any application fees. All Residents of Utah should direct their inquiries to the Salt Lake Filed Office, 257 E 200 S, STE 1200, Salt Lake City, UT 84111. Telephone: (801) 579-1400

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Prospective Licensee's Name-PLEASE PRINT

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Prospective Licensee's Signature

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Date