



BROKER EXPERIENCE DOCUMENTATION FORM

State of Utah
Department of Commerce
Division of Real Estate

Please complete, sign, have notarized, and submit this **form** and **transaction logs** as part of your Broker application.

****QUALIFIED APPLICANTS MUST HAVE 3 YEARS FULL-TIME, LICENSED, ACTIVE REAL ESTATE EXPERIENCE AND 60 DOCUMENTED EXPERIENCE POINTS (COMPLYING WITH R162-2f-401a) WITHIN THE 5 YEARS PRECEDING APPLICATION****

At least 45 points must be accumulated from Tables I and/or II		Points
Total Points from Table I (Real Estate Transactions)		
Total Points from Table II (Property Management)		
A maximum of 15 points may be accumulated from Table III		
Real Estate Attorney	1 pt/month	
Certified Public Accountant	1 pt/month	
Mortgage Loan Officer	1 pt/month	
Licensed Escrow Officer	1 pt/month	
Licensed Title Agent	1 pt/month	
Licensed/Certified Appraiser	1 pt/month	
Licensed General Contractor	1 pt/month	
Bank Officer in Real Estate Loans	1 pt/month	
Certified Real Estate Pre-license Instructor	1 pt/month	
TOTAL POINTS ACCUMULATED (must equal a minimum of 60 points)		

- When calculating experience points from Table 2, the total combined monthly experience credit claimed for “all other property management” combined, both residential and commercial, may not exceed 25 points in any application to practice as a real estate broker.
- When calculating experience points involving a team or group, experience points are limited to those transactions for which the individual is named in any written agency agreements and purchase and/or lease contracts. Experience points will be divided proportionally among the licensees identified in the agency agreements and/or purchase or lease contracts.
- A minimum of one half of the points in Tables 1, 2 and 3 must be derived from transactions of properties located in Utah.

Table I – Real Estate Sales Transactions

Residential

- A. One Unit Dwelling 2.5 points
- B. Two to Four Unit Dwelling 5 points
- C. Apartments, 5 Units or More 10 points
- D. Improved Lot 2 points
- E. Vacant Land/Subdivision 10 points

Commercial

- F. Hotel or Motel 10 points
- G. Industrial or Warehouse 10 points
- H. Office Building 10 points
- I. Retail Building 10 points

Table II – Leasing Transactions and Property Management

Residential

- A. Each Master Agreement of 5 units+ 5 points
- B. Each Unit Leased 1.25 points
- C. All Other Property Management 0.25 pt/month per unit

Commercial – hotel/motel, industrial/warehouse, office/retail

- A. Each Master Agreement of 5 units+ 5 points
- B. Each Unit Leased 1.25 points
- C. All Other Property Management 1 pt/month per unit

Table III – If using more than one profession for experience points, the professional experience cannot run concurrently.



BROKER EXPERIENCE DOCUMENTATION FORM

State of Utah
Department of Commerce
Division of Real Estate

I hereby certify that the information provided with this application, including the attached education and experience logs, is true and correct. I attest that I have read and will comply with all Utah statutes and rules governing real estate practice.

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) _____