



Application For
**Registration as a Timeshare /
Camp Resort Sales Agent**

State of Utah
Department of Commerce
Division of Real Estate

**INCOMPLETE APPLICATIONS WILL BE RETURNED. THIS APPLICATION MUST
ACCOMPANY ALL COMPANY CHANGES AND/OR RENEWALS EVERY YEAR.**

New Application

Renewal Application

Name: _____ SS# _____
Last Name First Name Middle Initial

Date of Birth: _____ Male Female

Home Address: _____
City State Zip

Mailing Address: _____
City State Zip

Email: _____ Daytime Phone: _____

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Name of Timeshare/Camp Resort: _____

Mailing Address: _____
City State Zip

Sales Office Email: _____ Sales Office Phone: _____

Signature of Developer/Authorized Person

Printed Name of Developer

The following items must be included with the application:

- A \$100 (**non-refundable**) fee per two year license. (Utah Code 57-19-15 provides that no fee is required if applicant holds a *current* Utah real estate sales agent or principal broker license.)
- Application form, Timeshare/Camp Resort Sales Agent Questionnaire, the Employment History form, **and** Certification of Legal Presence.
- Complete form and sign. If renewal, make appropriate changes.

I hereby certify that the attached Timeshare/Camp Resort Sales Agent Questionnaire and Employment History are true and correct.

Signature of Applicant

Date



Timeshare/Camp Resort Sales Agent
Questionnaire

State of Utah
Department of Commerce
Division of Real Estate

Name: _____ SS# _____
Last Name First Name Middle Initial

Answer the following questions, provide documentation where required, and submit with the Timeshare/Camp Resort Sales Agent Application.

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.



Timeshare/Camp Resort Sales Agent
Questionnaire

State of Utah
Department of Commerce
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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.

YES answers for questions 3 – 15 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 _____



Timeshare/Camp Resort Sales Agent
Employment History

State of Utah
Department of Commerce
Division of Real Estate

Name: _____ **SS#** _____
 Last Name First Name Middle Initial

Provide a full five year history of employment, schooling, or periods of unemployment. Make additional copies of this form if necessary.

DATES	EMPLOYER NAME, ADDRESS, PHONE NUMBER	DUTIES
_____ to Present	_____	_____
	_____	_____
	_____	_____
_____ to _____	_____	_____
	_____	_____
	_____	_____
_____ to _____	_____	_____
	_____	_____
	_____	_____
_____ to _____	_____	_____
	_____	_____
	_____	_____
_____ to _____	_____	_____
	_____	_____
	_____	_____

Were you terminated from any of the above positions due to allegations of *theft, fraud, or dishonesty*: Yes No
If yes, provide a written explanation and attach to this form.

Signature Date

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: _____