OKLAHOMA REAL ESTATE COMMISSION

Denver N. Davison Building
1915 N. Stiles Ave., Suite 200
Oklahoma City, Oklahoma 73105
(405) 521-3387 or Toll Free (866) 521-3389
www.orec.ok.gov

Application Valid for One Year
Fees are nonrefundable

FEE - $41.00
(Check or Money order)

REAL ESTATE APPLICATION, PART A – BACKGROUND CHECK

TYPE OF LICENSE: _____ **PROVISIONAL SALES** _____ **SALES ASSOCIATE** _____**BROKER**

Please read this application carefully and answer all questions completely. If additional space is needed, you may attach a separate sheet. Please indicate to which question the additional information is related. **Type or Print using Black Ink.**

Have you ever held a real estate license in Oklahoma? ____ Yes ____ No E-mail _____

Legal Last Name_____ Legal First Name _____ Legal Middle Name _____ DOB (MM/DD/YYYY) _____

Names previously used _____
(maiden, previously married, legal name change, etc.)

List other name(s) you currently use other than your legal name _____
(nickname, alias, etc.)

Home Mailing Address_____ City, State, Zip_____

Social Security Number_____-_____-_____ Circle One Home Phone Number_____

Work Phone Number_____ Sex: M / F Cell Phone Number _____

Note: Disclosure of your social security number is mandatory pursuant to Title 56 OS, Sec. 240.21A (Tax Commission) and Title 74 OS, Sec150.9 (national criminal history).

BACKGROUND QUESTIONS **(Answer each question and if you answer "yes" to any question, provide details on a separate sheet)**

	YES	NO
1. Have you ever been convicted of any crime? (list all misdemeanors or felonies on a separate sheet)		
2. Are you currently under investigation, indictment, awaiting trial, verdict or sentencing in any criminal proceeding?		
3. Are you presently on parole or probation (including a deferred sentence) or paying restitution or fines or engaged in any payment arrangement with any governmental body?		
4. In the last ten (10) years have you received a deferred sentence which was later dismissed? (list all deferred sentences on separate sheet)		
5. Have you ever had a professional or occupational license or registration fined, reprimanded, rejected, suspended, involuntarily terminated, revoked or otherwise subjected to any type of disciplinary action whether or not you were ultimately sanctioned?		
6. Are you currently under investigation, involved in a hearing, trial, administrative proceeding or other action by the authority that issued the license or registration?		
7. Have you ever received an adverse decision or judgment against you in a criminal, civil or administrative action related to your business or professional activities?		
This space for OREC use only		

	YES	NO
8. Have you ever had an application for a license, certification or registration denied or issued with restrictions or limitations?		
9. Have you ever been terminated from any employment for theft, fraud or dishonesty?		
10. Do you owe any delinquent child support payments?		
11. Have you filed bankruptcy that involved investment property in the past five years?		
12. Do you have any delinquent unpaid student loans?		
13. Did you receive anything other than an honorable discharge from the armed forces of the United States of America?		

If you answered "yes" to an above question, you must submit the applicable documentation as referenced below as it relates to the question:

1. A detailed personal written statement as to the circumstances surrounding each arrest and/or conviction.
2. Copies of the judgment and sentence concerning the arrests and/or convictions disclosed on this application.
3. Statements from the court clerk or probation officer as to the current status of any fines, costs, community service, jail time, deferred sentence or probation ordered by the court in connection with each arrest and/or conviction.
4. A statement from Child Support Enforcement (DHS) or Student Loan Authority or other governmental agency's representative acknowledging a position of good standing (questions 10 &12).
5. A discharge of bankruptcy.
6. Military documentation, copy of discharge, and a personal explanation.

ACKNOWLEDGEMENT, CONSENT & SIGNATURE

I understand it is my responsibility to read the accompanying instructions thoroughly and to submit a complete application, including required documentations and fees. If the Commission requires the submission of additional information, it is my responsibility to provide the requested information. I further understand that failure to do so may cause my application to be considered incomplete which will result in a denial of the application.

I understand and acknowledge that submission of this signed application authorizes the Commission to process the included fingerprint card and receive information from the Oklahoma State Bureau of Investigation (OSBI) and the Federal Bureau of Investigation (FBI) relating to any arrest or criminal history information.

I understand that a completed background check is only valid for six (6) months from the date of issuance.

I certify that my answers on this application and accompanying documents are true, correct and complete to the best of my knowledge. Any information found to be knowingly or negligently misrepresented, incomplete or inaccurate, will be grounds for denial, or license suspension or revocation. Failure to disclose pertinent information will cause substantial delays in the process and may result in the denial of a license.

Making a false statement in this application is cause for suspension or revocation of license (59 OS 1974).

I understand that all information I submit to the Commission will be a matter of public record and subject to the Open Records Act.

Original Signature of Applicant_____ **Date**_____

SPECIAL NOTICES:

- Completed fingerprint card(s) need to be included with this application along with required fee as noted on the front of this application.
- You should expect the OSBI and FBI reports to be received by the Commission within sixty (60) days. All noted incidents will be investigated by the Commission.
- If you have successfully completed the appropriate examination, at the Commission, this is to advise that you will not be issued a real estate license until your application has received final approval from the Commission.
- Do not send cash. Send check or money order payable to Oklahoma Real Estate Commission.
- All fees collected by the Commission are nonrefundable.