



Dipåtamenton Kontribusion yan Adu'ána

DEPARTMENT OF

**REVENUE AND TAXATION**

GOVERNMENT OF GUAM

Gubetnamenton Guáhan

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**REAL ESTATE SALESPERSON LICENSE APPLICATION CHECKLIST**  
***(For New, Renewal, and Transfer)***

***\*Applications will NOT be accepted unless documents on checklist are complete.***

*(For information & clarification of Real Estate Laws, visit*

*<http://www.guamcourts.org/CompilerofLaws/GCA/21gca/21gc104.PDF> 21GCA, Div 3, Article 2)*

- 1. Application **MUST** be typewritten. ***(For new, renewal, and transfer).***
- 2. Application **MUST** be notarized. ***(For new, renewal, and transfer).***
- 3. Passport Picture ***(For new, renewal, and transfer).***
- 4. Proof of Residency – e.g., current utility bill, Voter Registration, Taxes filed in Guam, Military Orders, Mayor's Verification, Guam Driver's License/ID. ***(For new only).***
- 5. Letter of Appointment of Salesperson endorsed by the Principal Broker. ***(For new and transfer).***
- 6. ***NEW APPLICANT*** – Examination Score of 75% or higher on Uniform and State examinations. ***(For new only).***
- 7. Education Requirement – ***(For new and renewal).***
  - ***New Applicant:*** 30 hours pre-licensing education
  - ***1<sup>st</sup> Renewal:*** 45 hours continuing education
  - ***2<sup>nd</sup> Renewal:*** 24 hours continuing education
- 8. Form I-9 Tax Clearance – *Valid for 90 days* ***(For new, renewal, and transfer).***
- 9. Police Clearance – *Valid for 30 days* ***(For new, renewal, and transfer).***
- 10. License Terms and Fees:
  - ***Original (New) Salesperson:*** 2-year → \$100.00
  - ***Renewal Salesperson:*** 4-year → \$200.00
  - ***Transfer:*** \$25.00

***\*EXPIRED LICENSE  
RENEWAL PENALTY  
– The renewal of an  
expired license is  
subject to 50%  
penalty of the total  
amount of the license  
fee.***

(MUST BE TYPEWRITTEN)

ORIGINAL APPLICATION FOR LICENSE AS A REAL ESTATE SALESMAN  
TERRITORY OF GUAM  
DEPARTMENT OF REVENUE AND TAXATION  
REAL ESTATE COMMISSION  
P.O. BOX 23607  
G.M.F., GUAM 96921

Social Security No.: \_\_\_\_\_

DO NOT WRITE IN BLANK SPACES BELOW	
NUMBER.	_____
EXAM SCORE: A	_____
B	_____

SPACE RESERVED FOR COMMISSIONER

CHECK BY RECEIPT	FROM	ENTERED
DATE GRANTED BY COMMISSIONER	DATE SIGNED	DATE WITHDRAWN

FORM FOR SALESMAN - (ORIGINAL)

Send application to the Commissioner's office at the above address along with \_\_\_\_\_ Please make check payable to Treasurer of Guam  
Use this form if the application was not a licensed broker at the end of the year preceding that for which this application is made. EXAMINATIONS  
MUST BE TAKEN IN THE YEAR OF WHICH APPLICATION IS MADE. Section 21 GCA §104303 states: That an application may be denied for a  
material misstatement in the application for license (or information furnished to the commission)

What is your business address \_\_\_\_\_

ANSWER ALL QUESTIONS AND HAVE ALL AFFIDAVITS NOTARIZED. Date \_\_\_\_\_, 20 \_\_\_\_\_

Application for Real Estate Sales License for the Year 20 \_\_\_\_\_ Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

1 (a) YOUR NAME (Last Name First, Given Name, Middle Name or Initial)

Mr.-Mrs.-Miss

(b) NAME OF BROKER (Please indicate the exact name as it will be used on letterheads or in ads)

(c) WILL YOU BE THE SOLE OWNER OF YOUR REAL ESTATE BUSINESS? (If so, explain in separate letter)

YES  NO

2 (a) HOME ADDRESS (Number, Street, City, State and Zip Code)

(b) BUSINESS ADDRESS OF BROKER

(c) STATE WHERE YOU HAVE LIVED FOR THE PAST FIVE YEARS (Giving Number, Street, City, State)

3. HAVE YOU PREVIOUSLY HELD OR APPLIED FOR A LICENSE AS REAL ESTATE SALESMAN IN THE TERRITORY OF GUAM?

YES  NO

(If so, give year and name of your latest Broker Employer)

The Guam Real Estate Commission reserves the right to go outside this application for information as to the applicant's trustworthiness and competency to act as a real estate salesman.

EDUCATION AND TRAINING RECORD

4. (CIRCLE THE HIGHEST GRADE YOU COMPLETED IN GRADE OR HIGH SCHOOL)

1 2 3 4 5 6 7 8 9 10 11 12

5. NAME AND LOCATION OF HIGH SCHOOL ATTENDED

GRADUATED?  
 YES  NO

DATE

**6. COLLEGE OR UNIVERSITY EDUCATION**

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	DATES ATTENDED <i>(Month and Year)</i>		DEGREE CONFERRED		MAJOR FIELD AND REMARKS
	FROM	TO	KIND	DATE	

7. DESCRIBE ANY EDUCATION OR TRAINING YOU HAVE NOT COVERED IN SECTIONS 4, 5, AND 6 (vocational school, business college, correspondence courses, apprenticeships, also include any real estate schools or real estate courses) GIVE DATES

8. HAVE YOU EVER APPLIED FOR A REAL ESTATE LICENSE IN ANY OTHER STATE?      WHICH STATE?      WHEN

YES       NO

AND WAS IT FOR SALESMAN OR BROKER?      HAS YOUR LICENSE OR APPLICATION EVER BEEN DENIED, WITHDRAWN, REVOKED OR SUSPENDED IN ANY OTHER STATE?       YES       NO

IF YOUR ANSWER IS "YES", FOR WHAT REASON?

YES	NO	QUESTION
<input type="checkbox"/>	<input type="checkbox"/>	9. HAVE THERE EVER BEEN ANY PROCEEDINGS IN WHICH YOU WERE INVOLVED EITHER AS PLAINTIFF OR DEFENDANT IN WHICH FRAUD OR MISREPRESENTATION WAS CHARGED AGAINST YOU?
<input type="checkbox"/>	<input type="checkbox"/>	10. HAVE YOU BEEN A PARTY DEFENDANT IN ANY CRIMINAL OR MISDEMEANOR PROCEEDINGS?
<input type="checkbox"/>	<input type="checkbox"/>	11. HAVE YOU BEEN ARRESTED? <i>(Do not include traffic violations where the fine was less than \$25.00)</i>
<input type="checkbox"/>	<input type="checkbox"/>	12. HAVE YOU, OR CORPORATION OR PARTNERSHIP OF WHICH YOU ARE OR WERE AN OFFICER OR PARTNER, EVER BEEN INVOLVED IN BANKRUPTCY OR RECEIVERSHIP PROCEEDINGS?
<input type="checkbox"/>	<input type="checkbox"/>	13. ARE THERE ANY JUDGEMENTS, MECHANIC OR MATERIALMEN'S LIENS OR TAX LIENS OF RECORD AGAINST YOU OR CORPORATION OR PARTNERSHIP OF WHICH YOU ARE OR WERE AN OFFICER OR PARTNER, IN GUAM OR ELSEWHERE?

14. If your answer is "Yes" to questions 11 through 13, give details in a separate letter and attach to this application showing court(s) of entry, date(s) and amount(s) of judgement(s), names of creditor(s) and an explanation how and when you intend to satisfy said judgement(s) and/or lien(s)

15. ATTACH RECENT PHOTOGRAPH OF YOURSELF *(Photograph must be attached before application will be processed)*





**APPOINTMENT OF REAL ESTATE SALESMAN**

18. I have read the foregoing information statement and believe the information contained therein to be true and complete and have no knowledge to the contrary.

I hereby appoint \_\_\_\_\_ of \_\_\_\_\_  
As Real Estate Salesman and agree to notify the Real Estate Commissioner immediately upon the termination of his employment and surrender said license, as required by Section 21 GCA §104225, Article II of Title LXIII, and certify that said competent and trustworthy to engage in such manner as to safeguard the interests of the public.

BROKER

BY: (Person authorized to sign)

TITLE:

**AFFIDAVIT OF SALESMAN**

19. Territory of Guam

NAME OF APPLICANT

Being duly sworn, upon oath says that he is the applicant above named, has read the foregoing application and knows the contents thereof, and that the same is true and correct.

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

APPLICANT SIGNATURE

20

SIGNATURE OF NOTARY PUBLIC

NOTARY PUBLIC

GUAM

MY COMMISSION EXPIRES