
REAL ESTATE BROKER (Principal or Associate) LICENSE APPLICATION CHECKLIST (new and renewal)

(For information & clarification of Real Estate Laws, visit www.justice.gov.gu 21GCA, Div 3, Article 2)

1. **Application must be typewritten and notarized.** If a fictitious name is used, the name must be first registered at the Business License Branch. A copy of the issued DBA certificate must be included in the application package.
 - **Examination:** Score of 75% or higher on Uniform and State part of exam.
 - **Experience:** Proof of 2 years license as a Salesperson.
 - **Citizenship:** Applicant must be a U.S. Citizen** and a resident of Guam. (**must show proof, if naturalized citizen).

2. Education Requirements:

- | | | |
|---------------------------------------|-----|----------------------------------|
| • New Applicants | --- | 30 hours pre-licensing education |
| • 1 st Renewal | --- | 90 hours continuing education |
| • 2 nd Renewal and thereon | --- | 32 hours continuing education |

3. Tax Clearance

4. Passport Picture

5. Current Police Clearance (not more than 30 days from date of issuance)

6. Proof of Ownership of Building or Lease Agreement with the office address***

7. Proof of Trust Account—confirmation letter from the bank or latest bank statement that shows the word “trust account”.***

8. Letter of Employment from the Principal Broker (for associate brokers only)

9. Terms and License Fees:

Original Broker	Term-2 years	Fee - \$200.00
Renewal Broker	Term- 4 years	Fee - \$400.00

Expired License(s) being renewed are subject to 50% penalty of the total amount of the license fee(s).

*** Associate Broker applicants are exempted from complying with #6 and #7.

ORIGINAL APPLICATION FOR LICENSE AS REAL ESTATE BROKER
TERRITORY OF GUAM
DEPARTMENT OF REVENUE AND TAXATION
REAL ESTATE COMMISSION
P.O. BOX 2796
AGANA, GUAM 96910

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

SPACE RESERVED FOR COMMISSIONER

CHECK BY RECEIPT	FORM	ENTERED
DATE GRANTED BY COMMISSIONER	DATE DENIED	DATE WITHDRAWN

FORM FOR INDIVIDUAL BROKER

Send application to the Commissioner's Office at the above address along with \$200.00. Please make check payable to Treasurer of Guam.
 Use this form if the applicant was not a licensed broker at the time of the year preceding that for which this application is made. EXAMINATIONS MUST BE TAKEN IN THE YEAR FOR WHICH APPLICATION IS MADE. Section 57.183(a) 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? _____
 (Print or type)

ANSWER ALL QUESTIONS AND HAVE ALL AFFIDAVITS NOTARIZED. Date _____, 19____
 Application for Real Estate Broker's License for the year 19____ Date of Birth _____ Place of Birth _____

1. (a) YOUR NAME (Type, or print in ink) (Last name, first given name and middle name or initial)
 MR. - MRS. - MISS _____

(b) NAME UNDER WHICH YOU WILL DO REAL ESTATE BUSINESS (Print or type name exactly as will be used on letterheads or in ads) _____

(c) WILL YOU BE THE SOLE OWNER OF YOUR REAL ESTATE BUSINESS? IF NOT, EXPLAIN IN SEPARATE LETTER. _____

2. (a) HOME ADDRESS (Number, street, city, county, state and Zip Code) _____

(b) BUSINESS ADDRESS AT WHICH YOU WILL OPERATE YOUR BROKER'S OFFICE. (Number, street, city, county, state and Zip Code) _____

(c) STATE WHERE YOU HAVE LIVED FOR THE PAST FIVE YEARS, GIVING STREET AND NUMBER, CITY, STATE. _____

YES NO 3. ARE YOU FAMILIAR WITH THE LAW REQUIRING YOU TO MAINTAIN A TRUST ACCOUNT AND TO AT ALL TIMES REGISTER WITH THE COMMISSIONER THE NAME OF THE BANK(S) IN WHICH YOU KEEP YOUR TRUST ACCOUNT?

4. (a) HAVE YOU PREVIOUSLY HELD OR APPLIED FOR A LICENSE AS REAL ESTATE BROKER IN THE TERRITORY OF GUAM? IF SO, IN WHAT YEARS AND UNDER WHAT NAME?
 YES NO

(b) AS SALESMAN? IF SO, GIVE YEAR AND NAME OF YOUR LATEST BROKER EMPLOYER.
 YES NO

YES NO 5. DO YOU EXPECT TO WORK FOR SOME OTHER BROKER?

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 broker.

EDUCATION AND TRAINING RECORD

6. ENCIRCLE THE HIGHEST GRADE YOU COMPLETED IN GRADE OR HIGH SCHOOL
 1 2 3 4 5 6 7 8 9 10 11 12

7. NAME AND LOCATION OF HIGH SCHOOL ATTENDED _____ GRADUATE? YES NO DATE _____

8. 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	

9. 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.

10. (a) HAVE YOU EVER APPLIED FOR OR RECEIVED A REAL ESTATE LICENSE IN ANY OTHER STATE? <input type="checkbox"/> YES <input type="checkbox"/> NO	(b) WHICH STATE?	WHEN
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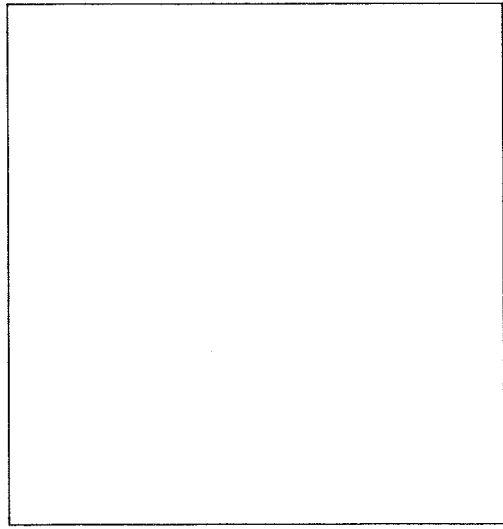
AND WAS IT FOR SALESMAN OR BROKER?	(c) HAS YOUR LICENSE OR APPLICATION EVER BEEN DENIED, WITHDRAWN, REVOKED OR SUSPENDED IN ANY OTHER STATE? <input type="checkbox"/> YES <input type="checkbox"/> NO
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IF YOUR ANSWER IS "YES", FOR WHAT REASON?

YES	NO	
		11. 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?
		12. HAVE YOU BEEN A PARTY DEFENDANT IN ANY CRIMINAL OR MISDEMEANOR PROCEEDINGS?
		13. HAVE YOU BEEN ARRESTED? (<i>Do not include traffic violations where the fine was less than \$25</i>)
		14. HAVE YOU, OR CORPORATION OR PARTNERSHIP OF WHICH YOU ARE OR WERE AN OFFICER OR PARTNER, EVER BEEN INVOLVED IN BANKRUPTCY OR RECEIVERSHIP PROCEEDINGS?
		15. ARE THERE ANY JUDGMENTS, 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?

16. If your answer is "Yes" to questions 11 through 15, give details in a separate letter and attach to this application showing court(s) of entry, date(s) and amount(s) of judgment(s), names of creditor(s) and an explanation how and when you intend to satisfy said judgment(s) and/or lien(s).

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



AFFIDAVIT OF APPLICANT

20. 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 _____ 19_____ SIGNATURE OF NOTARY PUBLIC _____ NOTARY PUBLIC, _____ GUAM MY COMMISSION EXPIRES _____	APPLICANT'S SIGNATURE
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VOUCHER

21. The following voucher is to be signed by two persons not related to the applicant who are citizens of the United States of America and owners of real estate in Guam.

Territory of Guam

NAME	ADDRESS (Number, street, city)
NAME	ADDRESS (Number, street, city)

each for himself being first duly sworn, for himself on oath says that he is a citizen of the United States of America and owner of real estate in _____, Guam; that each has known _____, the applicant herein, for _____ years, respectively and certifies that said applicant is competent and trustworthy to engage in the business as a real estate broker in such manner as to safeguard the interest of the public.

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____ 19_____ SIGNATURE OF NOTARY PUBLIC _____ NOTARY PUBLIC, _____ GUAM MY COMMISSION EXPIRES _____	SIGNATURE OCCUPATION SIGNATURE OCCUPATION
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Gross Receipts Tax Clearance: _____