

\*\* Access the Commission's website for current application fee: <http://www.dora.state.co.us/real-estate/Fees/fees.htm>

\*\* Fees are not refundable.



## APPLICATION FOR LICENSE AS TEMPORARY CORPORATE, PARTNERSHIP, OR LIMITED LIABILITY CO. REAL ESTATE BROKER

**RETURN TO:** Department of Regulatory Agencies  
Division of Real Estate  
1560 Broadway Ste. 925  
Denver, Colo. 80202 Phone # (303) 894-2166

**MAKE CHECKS PAYABLE TO:**  
C.R.E.C. or  
Colorado Real Estate Commission  
**No Cash or Credit Accepted**

All forms and applications are available on the Real Estate Commission's internet website:

<http://www.dora.state.co.us/real-estate/FORMS/FORMS.htm>

Information regarding any licensee's status is available on the Real Estate Commission's internet website:

[www.dora.state.co.us/real-estate](http://www.dora.state.co.us/real-estate)

### NOTICE

A TEMPORARY BROKER'S LICENSE MAY BE ISSUED ONLY PURSUANT TO 12-61-103(7)(c) C.R.S. AND COMMISSION RULE A-26. A TEMPORARY BROKER LICENSE MAY BE ISSUED FOR A TERM NOT TO EXCEED NINETY (90) DAYS AND ONLY TO THE PERSON DESIGNATED BY THE MANAGING BOARD OF THE CORPORATION, THE GENERAL PARTNER(S) OF THE PARTNERSHIP OR THE MANAGERS OF THE LIMITED LIABILITY CO. NO APPLICATION FOR A TEMPORARY BROKER LICENSE WILL BE APPROVED UNLESS THE DESIGNATED INDIVIDUAL IS A LICENSED COLORADO REAL ESTATE BROKER WITH TWO YEARS OF ACTIVE LICENSE EXPERIENCE AS INDICATED BY THE RECORDS OF THE REAL ESTATE COMMISSION.

A SECOND APPLICATION FOR A TEMPORARY BROKER LICENSE FOR THE SAME CORPORATION, PARTNERSHIP OR LIMITED LIABILITY CO. MAY BE CONSIDERED AND APPROVED IF SATISFACTORY PROOFS OF A CONTINUING HARDSHIP ARE SUBMITTED AND THE SECOND APPLICATION IS FILED BEFORE THE EXPIRATION OF THE FIRST TEMPORARY LICENSE.

NO MORE THAN TWO TEMPORARY LICENSES MAY BE ISSUED TO ANY CORPORATION, PARTNERSHIP OR LIMITED LIABILITY CO., WHETHER CONSECUTIVE OR NOT, DURING ANY 18 MONTH PERIOD UNLESS IT HAS BEEN REVIEWED AND APPROVED BY THE ENTIRE REAL ESTATE COMMISSION AT A REGULARLY SCHEDULED MONTHLY MEETING.

THE INDIVIDUAL APPLYING FOR A THIRD TEMPORARY BROKER LICENSE MAY BE REQUIRED TO MAKE A PERSONAL APPEARANCE BEFORE THE REAL ESTATE COMMISSION AT A REGULARLY SCHEDULED MEETING IN SUPPORT OF THE THIRD REQUEST.

*In compliance with C.R.S. 12-61-103(7)(c), I hereby make application for a temporary corporate, partnership or limited liability co. license authorizing the entity to engage in the business of REAL ESTATE BROKERAGE. In support of this application I make the following statements under penalty of perjury:*

1. Name of Broker Applicant: \_\_\_\_\_

(Last)

(First)

(Initial)

Residence Address: \_\_\_\_\_

(Street)

(Apt #)

(City)

(State)

(Zip)

License Number: \_\_\_\_\_ Social Security Number \_\_\_\_/\_\_\_\_/\_\_\_\_

Home Phone: \_\_\_\_\_

(SSN required by 24-34-107 C.R.S.)

Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Entity License Number \_\_\_\_\_

2. This application is on behalf of: (Check  only one).

List company name and trade name **EXACTLY** as shown on documents filed with the Colorado Secretary of State or the Colorado Department of Revenue where noted.

PARTNERSHIP: \_\_\_\_\_  
(Company Name)

Includes: General Partnership

Limited Partnership

(Trade Name, if any, as filed with the Department of Revenue or Sec. of State)

Registered Limited Liability Partnership

Registered Limited Liability Limited Partnership

Limited Partnership Association

A CORPORATION: \_\_\_\_\_  
(Company Name)

(Trade Name, if any, as filed with the Secretary of State)

A LIMITED LIABILITY CO: \_\_\_\_\_  
(Company Name)

(Trade Name, if any, as filed with the Secretary of State)

3. Brokerage address:

\_\_\_\_\_  
 (Street) (Suite #) (City) (State) (Zip)  
 Business Phone number: (\_\_\_\_\_)\_\_\_\_\_  
 P.O. Box for mailing purposes: \_\_\_\_\_  
 (Box No) (City) (State) (Zip)

NOTE: P.O. Box is not acceptable in lieu of a physical resident or brokerage address. **You must list a physical address.**

Every active licensee **and** every licensed real estate business entity must maintain errors and omissions insurance pursuant to 12-61-103.6 C.R.S. and Commission Rule D-14. No active license may be maintained without proof of Errors and Omission insurance. **Commission must be able to verify E & O coverage within five days of this application or application will be cancelled.**

**Note:** Unless the Error and Omission Policy remains in effect without lapse in renewal every licensee for the company may have had their license placed inactive.

4. Please indicate  the manner in which you **and** the business entity are insured for errors and omissions under a professional liability protection insurance policy.

- I am insured with Rice Insurance Services Company, L.L.C., the Commission's group carrier, who will provide electronic verification of errors & omissions insurance coverage directly to the Commission.
- The business entity is insured with Rice Insurance Services Company, L.L.C., the Commission's group carrier. The group carrier will provide electronic verification of insurance coverage directly to the Commission. (This requires a separate policy in addition to the broker's policy)
- I am insured with \_\_\_\_\_, an independent insurance carrier\* who is providing errors & omissions insurance coverage.
- The business entity is insured with \_\_\_\_\_, an independent insurance carrier\* who is providing errors & omissions insurance coverage.

(\*You must include the ERRORS AND OMISSION INSURANCE CERTIFICATION OF CONFORMING COVERAGE Commission form ([REC-E&O 01/05](#)) with this application unless such certification has been previously submitted to the Division and is still in effect).

5. Statement of necessity for temporary broker's license pursuant to C.R.S. 12-1-103(7)(c).

A hardship will be created..... \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who is or was the broker of record for the business entity?

\_\_\_\_\_  
(Name)

How is the current broker planning to hold their license?  Inactive  Transferring to New Firm

**NOTE:** If current broker wants to change license status the proper application and fee must be submitted.

6. Do you understand that you must be reasonably available to manage and supervise during regular business hours pursuant to C.R.S. 12-1-113 (1)(o)?

\_\_\_\_\_ Yes \_\_\_\_\_ No

7. Do you understand that you must continuously meet the requirements to be the temporary broker as long as you are licensed as the temporary broker for the business entity?

\_\_\_\_\_ Yes \_\_\_\_\_ No

8. Do you understand that all licenses issued to the business entity must be returned to the Real Estate Commission at the time you are no longer the licensed temporary broker, unless there is a concurrent broker's application filed with the Real Estate Commission which would allow the business entity to remain continuously licensed? \_\_\_\_\_ Yes \_\_\_\_\_ No

9. Do you understand this application is for a temporary license that will expire in 90 days?

\_\_\_\_\_ Yes \_\_\_\_\_ No

10. State if known, whether or not a permanent and continuing application for a broker's license will be made on behalf of the entity, and if so, by whom and when

Who (Name) \_\_\_\_\_ When \_\_\_\_\_

**THIS SECTION TO BE COMPLETED ONLY BY A CORPORATE APPLICANT**

1. This corporation has filed the required biennial reports with the Secretary of State and there is no delinquency. \_\_\_\_\_ Initial
2. A copy of the minutes of the meeting of the managing board, signed by the proper corporate official, showing that the applicant has been appointed temporary real estate broker for the corporation is enclosed. \_\_\_\_\_ Initial
3. I understand that pursuant to C.R.S. 12-61-103(3), concerning the temporary corporate broker applicant, or any director, officer, or stockholder of the corporation (if such person has or exercises, either directly or indirectly, a substantial or controlling interest in the corporate applicant), the Commission may consider all information in regard to the denial of this licensing application including:
  - a. the suspension or revocation of a license, if one is or has been issued;
  - b. charges or investigations currently pending against the licensee;
  - c. a conviction or pleading of nolo contendere to a misdemeanor or felony;
  - d. an agreement to a deferred prosecution or a deferred judgment. \_\_\_\_\_ Initial

We personally and corporately state that the undersigned have been authorized by the managing board to execute this instrument and do hereby consent that suits and actions may be commenced against the corporation named herein in the proper courts of any county in said State of Colorado, in which the plaintiff in said action may reside, by the service of any process or pleading authorized by the laws of said State of Colorado, on the Secretary of State of Colorado. And it is hereby stipulated and agreed that such service of said process or pleading on said Secretary of State shall be taken and held in all courts to be as valid and binding as if due service had been made upon the corporation in the State of Colorado. The consent hereby given shall be deemed to be and is irrevocable.

I DECLARE, UNDER PENALTY OF PERJURY IN THE SECOND DEGREE PURSUANT TO C.R.S. 18-8-503, THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND THAT I HAVE COMPLIED WITH THE CONTINUING EDUCATION REQUIREMENTS.

Name of Temporary Corporate Broker: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature of temporary corporate broker) (Date)

Name of Authorized Corporate Officer or Director: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature of authorized corporate officer or director) (Date)

**THIS SECTION TO BE COMPLETED BY PARTNERSHIP APPLICANT ONLY**

I understand that pursuant to C.R.S. 12-61-103(3), concerning the temporary partnership broker applicant, or any general partner of the partnership (if such person has or exercises, either directly or indirectly a substantial or controlling interest in the partnership applicant), the Commission may consider all information in regard to the denial of licensing application including:

- a. the suspension or revocation of a license, if one is or has been issued;
- b. charges or investigations currently pending against the licensee;
- c. a conviction or pleading of nolo contendere to a misdemeanor or felony;
- d. an agreement to a deferred prosecution or a deferred judgment.

We personally state that the undersigned have been authorized by the general partners to execute this instrument and do hereby consent that suits and actions may be commenced against the partnership named herein in the proper courts of any county in said State of Colorado, in which the plaintiff in said action may reside, by the service of any process or pleading authorized by the laws of said State of Colorado, on the Secretary of State of Colorado. And it is hereby stipulated and agreed that such service of said process or pleading on said Secretary of State shall be taken and held in all courts to be as valid and binding as if due service had been made upon the partnership in the State of Colorado. The consent hereby given shall be deemed to be and is irrevocable.

**WITH MY SIGNATURE BELOW I HEREBY ATTEST THAT I AM LAWFULLY PRESENT IN THE UNITED STATES OF AMERICA, AND THAT I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE PURSUANT TO 18-8-503 THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.**

Name of Temporary Partnership Broker: \_\_\_\_\_  
(Print Name) (Signature) (Date)

Names of General Partners: \_\_\_\_\_  
(Print Name) (Signature) (Date)  
\_\_\_\_\_  
(Print Name) (Signature) (Date)  
\_\_\_\_\_  
(Print Name) (Signature) (Date)

**THIS SECTION TO BE COMPLETED BY LIMITED LIABILITY COMPANY  
APPLICANT ONLY**

A copy of the minutes of the meeting of the managers, signed by the managers, showing that the applicant has been appointed temporary real estate broker for the limited liability company **is enclosed**.

Yes       No

I understand that pursuant to C.R.S. 12-61-103(3), concerning the temporary limited liability company broker applicant, or any manager of the limited liability company (if such person has or exercises, either directly or indirectly a substantial or controlling interest in the Limited liability company applicant), the Commission may consider all information in regard to the denial of licensing application including:

- a. the suspension or revocation of a license, if one is or has been issued;
- b. charges or investigations currently pending against the licensee;
- c. a conviction or pleading of nolo contendere to a misdemeanor or felony;
- d. an agreement to a deferred prosecution or a deferred judgment.

We personally state that the undersigned have been authorized by the managers to execute this instrument and do hereby consent that suits and actions may be commenced against the limited liability co. named herein in the proper courts of any county in said State of Colorado, in which the plaintiff in said action may reside, by the service of any process or pleading authorized by the laws of said State of Colorado, on the Secretary of State of Colorado. And it is hereby stipulated and agreed that such service of said process or pleading on said Secretary of State shall be taken and held in all courts to be as valid and binding as if due service had been made upon the limited liability co. in the State of Colorado. The consent hereby given shall be deemed to be and is irrevocable.

I DECLARE, UNDER PENALTY OF PERJURY IN THE SECOND DEGREE PURSUANT TO C.R.S. 18-8-503, THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND THAT I HAVE COMPLIED WITH THE CONTINUING EDUCATION REQUIREMENTS.

Name of Temporary Limited Liability Company Broker:

\_\_\_\_\_

(Print Name)

(Signature)

(Date)

Names of Managers:

\_\_\_\_\_

(Print Name)

(Signature)

(Date)

\_\_\_\_\_

(Print Name)

(Signature)

(Date)

\_\_\_\_\_

(Print Name)

(Signature)

(Date)