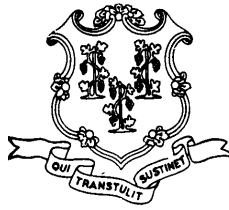


STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
License Services Division
450 Columbus Blvd, Ste. 801
Hartford, CT 06103
Email: dcp.licenseservices@ct.gov
Website: www.ct.gov/dcp



Reinstatement Instructions for Real Estate Broker Business Entity **Expired November 30, 2023**

- A real estate broker business entity license may be reinstated provided a completed reinstatement form and all applicable fees are submitted **not later than (3) three years after the date of expiration of the license.**
- Reinstatement of a broker business entity license will only be accepted if all applicable fees are paid to bring the license to the current year and required continuing education is complete. Any such reinstated license shall expire on **November 30, 2026.**

Reinstatement Fees:

- If you worked in Connecticut as real estate broker while your license was expired a total reinstatement fee of **\$1,249.50** must accompany the completed reinstatement application.
- If you **did not** work in Connecticut as real estate broker while your license was expired a total reinstatement fee of **\$758.00** must accompany the completed reinstatement application.

Checks/money orders are to be made payable to “*Treasurer, State of Connecticut.*”

Continuing Education:

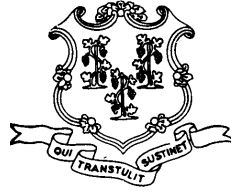
- The designated broker must complete the required **2024** continuing education courses in accordance with Connecticut General Statutes, Section 20-319 and provide proof of compliance to be eligible for reinstatement.

All Business Entities:

- All Corporations, Limited Liability Companies and Limited Liability Partnerships must have an active status with the CT Secretary of the State.
- Unless publicly traded, one or more real estate brokers must own at least 51% of the entity.

Questions regarding reinstatement of your license can be emailed to dcp.licenseservices@ct.gov

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Real Estate Broker Continuing Education Requirements 2022 - 2024

In accordance with Connecticut General Statutes, Section 20-319, Continuing Education is due on even-numbered renewal years to be eligible for reinstatement.

Continuing Education Options:

- Complete **12-hours** of Continuing Education courses at an approved school (online courses are available). The courses shall consist of the following:
 1. One **3-hour** class for the **2024 Mandatory CE** Requirement
 - A course approved by the Commission concerning current real estate and fair housing legislation, licensing laws and regulations (NOTE: Any course that is noted as meeting the mandatory requirement for that year will fulfill the requirement.)
 2. **9-hours** of real estate elective courses

A list of schools can be located on our website at www.ct.gov/dcp.

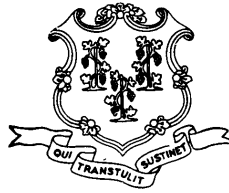
OR

- Pass the Connecticut Continuing Education Examination. To take the exam, contact PSI Examination Services at www.psiexams.com or 1-855-746-8171 to schedule an exam appointment.

If you passed the Connecticut Broker licensing examination between April 1, 2022, and August 31, 2024, you do not need to take continuing education courses for 2024. Your PSI Examination score reports will reflect the examination passing date.

Questions regarding continuing education can be emailed to dcp.continuingeducation@ct.gov.

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For Official Use Only

Real Estate Broker Business Entity Reinstatement Form

Business Entity Information

Name of Entity			CT REB License Number	
Street Address		City	State	Zip Code
Telephone Number	FEIN	Email Address		
Please check (✓) the box next to the statement that applies to the business entity:				
<input type="checkbox"/> The business entity engaged in the real estate broker business in Connecticut while the license was expired.				
<input type="checkbox"/> The business entity did not engage in the real estate broker business in Connecticut while the license was expired.				
1. Is your business entity current with the Connecticut Secretary of the State's Office? <input type="checkbox"/> YES <input type="checkbox"/> NO				
2. Has the designated broker changed since your last renewal? <input type="checkbox"/> YES <input type="checkbox"/> NO				
3. Will you be engaging under a trade name (not applicable for out of state entities)? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, indicate trade name: _____				
4. Pursuant to Connecticut General Statutes, Section 20-314, does one or more real estate brokers own or control 51% or more of the shares of the above-mentioned legal entity? <input type="checkbox"/> YES <input type="checkbox"/> NO				
5. Have you, any officers or members been convicted of a felony crime since the date of your last renewal? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, attach an explanation.				
6. Have you, any officers or members been convicted of a crime related to forgery, embezzlement, obtaining money under false pretenses, extortion, criminal conspiracy to defraud, or any like offenses since your last renewal? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, attach a statement of explanation.				
7. Have you, any officers/ members ever had a real estate license refused, suspended, or revoked in any State? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, attach an explanation.				

Designated Connecticut Broker Information

Name of Designated Broker				
Street Address		City	State	Zip Code
Telephone Number	Social Security Number	Email Address		
1. Have you completed the required continuing education? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>You must attach proof of compliance with the required CE.</i>				
2. Is the designated broker also licensed as an individual broker in Connecticut or any other State(s)? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, indicate State(s) and License Number(s):				

Consent for Service for all Non-Residents

The undersigned _____ county of _____

State of _____ I, applicant hereby file irrevocably consent that suits and actions may be commenced against such applicant in the proper court in any judicial district of the state in which a cause of action may arise or in which the plaintiff may reside, and that in the event proper service of process cannot be made upon such applicant in any such proceeding, service may be made by service of process or pleading authorized by the laws of Connecticut on the Chairperson of the Connecticut Real Estate Commission, hereby stipulating and agreeing that such service of such process or pleading upon the said Chairperson of the Connecticut Real Estate Commission shall be taken and held in all courts to be as valid and binding as if service had been made upon said applicant in the State of Connecticut in accordance with Connecticut General Statutes, Section 20-317(b).

Signature of Applicant

Date

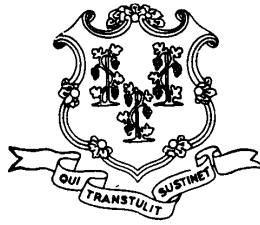
Certification

I certify, under penalty of law (Section 53a-157b, a Class A Misdemeanor) that the information provided in this application is the truth to the best of my knowledge.

Signature of Applicant

Date

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AFFIDAVIT OF OWNERSHIP

All changes in ownership/ control of a legal entity shall be reported within 30 days of such change by filing a new Affidavit of Ownership.

Name of Legal Entity	Email Address
Name of Designated Broker	Date Affidavit Completed

You must check (✓) the box that applies:

- | | |
|--|--|
| <input type="checkbox"/> PUBLICLY-TRADED STOCK CORPORATION | <input type="checkbox"/> PARTNERSHIP |
| <input type="checkbox"/> CLOSED STOCK CORPORATION | <input type="checkbox"/> NON-STOCK CORPORATION |
| <input type="checkbox"/> LIMITED LIABILITY COMPANY | |

➤ Licensed individual real estate brokers or salespersons who engage in the real estate business as a partnership, corporation, or limited liability company shall obtain a broker license in the name of that legal entity. There must be one (or more) licensed broker(s) who owns 51% of the legal entity. No salesperson may have a controlling interest in the legal entity. Refer to Connecticut General Statutes, Section 20-312(a)(b).

Members/Officers (attach as many forms as needed)

First Name		Middle Initial	Last Name	
Mailing Street Address		City		State Zip Code
Percentage of Ownership	Percentage of Stock	Is the Member/Officer a: <input type="checkbox"/> SALESPERSON <input type="checkbox"/> BROKER <input type="checkbox"/> UNLICENSED		CT License Number

First Name		Middle Initial	Last Name	
Mailing Street Address		City		State Zip Code
Percentage of Ownership	Percentage of Stock	Is the Member/Officer a: <input type="checkbox"/> SALESPERSON <input type="checkbox"/> BROKER <input type="checkbox"/> UNLICENSED		CT License Number

First Name		Middle Initial	Last Name	
Mailing Street Address		City		State Zip Code
Percentage of Ownership	Percentage of Stock	Is the Member/Officer a: <input type="checkbox"/> SALESPERSON <input type="checkbox"/> BROKER <input type="checkbox"/> UNLICENSED		CT License Number

Attestation

I certify, under penalty of law (C.G.S. section 53a-157b, a Class A Misdemeanor) that the information provided in this application is the truth to the best of my knowledge.

Signature of Applicant

Date