

# Real Estate Instructor Renewal Application

Georgia Real Estate Commission  
Suite 1000-International Tower  
229 Peachtree Street N.E.  
Atlanta, Georgia 30303-1605  
Ph:404-656-3916 Fax:404-656-6650 [www.grec.state.ga.us](http://www.grec.state.ga.us)

## FOR OFFICE USE ONLY

PMD:  
Rec'd: FEE:  
Ret'd:  
CODES:

Attach a notarized "Lawful Presence Verification" form, along with a "secure and verifiable document", as detailed on our website (if not already on file with GREC).

For a \$25 fee discount and faster service you may renew online using a credit card at [www.grec.state.ga.us](http://www.grec.state.ga.us)

License #: \_\_\_\_\_ Due Date: \_\_\_\_\_ Renewal Fee: **\$125.00**

## Section 1 – Contact Information

Name and MAILING Address:

RESIDENCE Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

County: \_\_\_\_\_

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

Business Phone: \_\_\_\_\_

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

Fax: \_\_\_\_\_

## Section 2 – Background Information

- NO Have you been convicted of, pled nolo contendere to or been granted first offender treatment upon being charged with (1) any criminal offense other than a traffic violation or (2) driving under the influence (DUI) of alcohol or drugs?
- YES
- YES On File If YES and *not on file*, submit the Background Clearance Application with all required attachments.
- NO Have you been disciplined by any state or federal licensing agency or authority which regulates any profession? (Disciplinary actions include, but are not limited to, such actions as: a reprimand, a suspension, a revocation, a fine, or any restriction placed on a license.)
- YES
- YES On File If YES and *not on file*, submit the Background Clearance Application with all required attachments.

## Section 4 - Teaching Experience

Instructor Continuing Education hours to renew: **24 hours**

Teaching Experience:

You must have engaged in at least sixty (60) hours of instructional contact with students in any Commission approved courses during this renewal period.

List on the next page the name(s) of the school(s) in which you have taught any Commission approved prelicense, postlicense and continuing education course(s) during this renewal period.

