



## State of New Jersey

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### BULLETIN NO. 20-34

**TO: ALL REAL ESTATE BROKERS OF RECORD, LICENSEES, AND OTHER INTERESTED PARTIES**

**FROM: MARLENE CARIDE, COMMISSIONER**

**RE: ONLINE APPLICATION AND PAYMENT FOR ORIGINAL REAL ESTATE APPLICATIONS**

The purpose of this Bulletin is to notify all real estate brokers of record, licensees, and other interested parties that the Real Estate Commission ("REC") has enhanced its licensing system to afford greater flexibility to licensees in complying with statutory and regulatory requirements. Specifically, the REC has added a new feature to the current licensing database and online portal to allow brokers of record to submit applications for Salesperson/Salesperson Licensed with a Real Estate Referral Company (commonly known as Salesperson Referral) or Broker-salesperson and pay the related application fees online.

To complete the online application, the Applicant ID number of the individual being submitted for licensure is needed. The Applicant ID is located on the individual's testing score card proving the successful completion and passing of that person's real estate exam. The process is similar to the Real Estate Online Services "HIRE" process.

This new feature is available through the Department's website at: [https://www.nj.gov/dobi/division\\_rec/brokeroriginalapplication.htm](https://www.nj.gov/dobi/division_rec/brokeroriginalapplication.htm).

Please note that the completion of this online license application DOES NOT RESULT IN AN ACTIVE REAL ESTATE LICENSE and does not give the applicant the authority to begin transacting real estate business. Brokers of record are simply submitting the application with payment for licensure. The license application must be reviewed, approved and authorized by the REC before any real estate business can occur. Brokers of record and applicants will be notified by the REC upon the approval or denial of the application, or a determination that additional information is needed by the REC to complete the review. License applications are normally

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processed within 15 business days from the date a complete and accurate application, submitted in the correct form with all required fees, is received.

If you have any questions, please feel free to contact us at [relic@dobi.nj.gov](mailto:relic@dobi.nj.gov).

09/29/2020  
Date



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Marlene Caride  
Commissioner

MM Online Application and Payment for Original Real Estate Applications/Bulletins