



State of Rhode Island
Department of Business Regulation



DIVISION OF COMMERCIAL LICENSING AND REGULATION

REAL ESTATE SECTION

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BROKER AND SALESPERSON

NON-RESIDENT/RECIPROCAL LICENSING INSTRUCTIONS

The State of Rhode Island will issue a reciprocal broker or salesperson license without examination to a **resident** of Connecticut or Massachusetts provided the applicant has been licensed by examination and the license is active and in good standing.

The State of Rhode Island will require an official Letter of Certification from **your state licensing authority** stating you are currently licensed in your state and that no complaints have been lodged against you, or if complaints have been lodged, they have been satisfactorily disposed of by your licensing authority without penalty to you. **(No copies will be acceptable.)**

If you are applying for a salesperson's license, the broker you are associated with or employed by, must maintain an active Rhode Island broker's license in good standing.

Upon meeting all requirements, a license will be issued to you within three weeks.

All licenses expire **biennially** on April 30th of **even numbered years**.

The following documents and fees are required: Incomplete documents will be returned.

1. Completed application
2. Letter of Certification from your state licensing authority/commission/board.
3. Completed Power of Attorney form.
4. **\$10.00 application fee** – payable to “RI General Treasurer”
5. License fees: \$130.00 Salesperson (05/01/08 through 04/30/10)
\$170.00 Broker (05/01/08 through 04/30/10)
\$ 65.00 Salesperson (05/01/09 through 04/30/10)
\$ 85.00 Broker (05/01/09 through 04/30/10)
Make check or money order payable to: “R.I. General Treasurer.”
6. Real Estate Recovery Account: **\$25.00**
Make check or money order payable to: “R. I. Real Estate Recovery Account”.

7. Evidence of a course in Lead Poisoning/Lead Hazard Mitigation that is no less than 3 hours.
8. Certificate of E & O Insurance. R.I. Gen. Law §5-20.5-25 requires every licensee to maintain errors and omissions insurance. A \$1,000.00 Real Estate Broker Bond does not meet the requirements of R.I. Law.
9. Criminal History Record (CHR) – see website for instructions.
10. Letter of certification from your state licensing authority.

NOTE: If you become a Rhode Island resident, you will be subject to take the Rhode Island real estate examination as you must comply with requirements for residents.