



**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

**Department of Business Regulation  
DIVISION OF COMMERCIAL LICENSING AND  
RACING AND ATHLETICS**

**Real Estate Division**

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**REQUIREMENTS FOR A  
NON-RESIDENT / RECIPROCAL  
REAL ESTATE SALESPERSON LICENSE**

**The following requirements apply to Non-residents who reside in Connecticut or Massachusetts, and currently have a Real Estate Salesperson License in either state.**

**Submit the following documents to the above-mentioned address:**

- A completed Real Estate Salesperson Application;
- A Criminal History Record (CHR) from the Rhode Island Attorney General's Office, and from your home state;
- A License History from your home-state Licensing Authority;
- A Certificate of a three (3)-hour course in Lead Poisoning/Lead Hazard Mitigation;
- A Certificate of Errors and Omissions Insurance;
- A Tax Payer Status Affidavit / Identity Verification;
- An irrevocable Power of Attorney Form for Service of Process.

**Please submit TWO CHECKS as follows:**

- **\$75.00, payable to the "Rhode Island General Treasurer"** - For licenses issued on or after May1, of odd-numbered years, through April 30, of even-numbered years – (this includes the \$10.00 Application Fee and \$65.00 License Fee); **AND,**
- **\$25.00 payable to the "Real Estate Recovery Account";**  
**OR,**
- **\$140.00, payable to the "Rhode Island General Treasurer"** - For licenses issued on or after May1, of even-numbered years, through April 30, of odd-numbered years – (this includes the \$10.00 Application Fee and \$130.00 License Fee); **AND,**
- **\$25.00 payable to the "Real Estate Recovery Account".**

**Applications must be completely filled out with all required signatures, and properly notarized where required. All supporting documents and fees must be included when submitted.**

**INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT,  
DELAYING THE LICENSING PROCESS.**

**\*All licenses expire on April 30 of even-numbered years. (There is no pro-rating of fees).  
Non-resident / Reciprocal applicants are exempt from the required Rhode Island Continuing Education, as long as they maintain their home state Continuing Education requirements.**