

**STATE OF NEVADA  
DEPARTMENT OF BUSINESS AND INDUSTRY  
REAL ESTATE DIVISION**

3300 W. Sahara Ave., Suite 350, Las Vegas, Nevada 89102 \* (702) 486-4033  
e-mail: [realest@red.nv.gov](mailto:realest@red.nv.gov) \* <http://red.nv.gov/>

**INSTRUCTIONS FOR THE RENEWAL OF A  
REAL ESTATE LICENSE  
AND PERMITS FOR BUSINESS BROKER  
AND PROPERTY MANAGER**

- **FORM:** Complete Form 580 for the renewal of a real estate license, property manager permit, or business broker permit. Renewals may be submitted 45 days or less in advance of the renewal date.
- **DELIVERY:** Renewal applications must be post-marked and mailed, hand delivered, or completed on-line by the expiration date of your license or permit.
- **PAYMENT:** Payments may be made in the form of cash in the exact change or a check, cashier's check, or money order to the Nevada Real Estate Division or NRED. Credit cards are accepted for in person counter transactions.
- **EDUCATION:** Completion of Continuing education or the Post-licensing course is required for the renewal of an **active** real estate license. Business broker and property manager permits require 3 hours of continuing education regardless of status. Copies or original education certificates are accepted. The Division does **not** make copies of education certificates. Locate the education requirements on the Division's website. See the link below.
- **NON-RESIDENTS:** Complete Form 656 if you became a non-Nevada resident during your renewal period.
- **LATE RENEWAL:** Real Estate licenses on an *EXPIRED* status may take up to one year from the renewal date to pay the renewal fee and a late penalty to avoid permanent closure and reapplication. Permits are closed immediately upon non-renewal with the license and must reapply. Late renewal licensees are required to use Form 544 to reactivate to active status.

Do not know your license number, renewal date, or status? Check out this link to the Division's website and conduct a "look-up license" search. [http://red.nv.gov/Content/Online\\_Services/License\\_Lookup/](http://red.nv.gov/Content/Online_Services/License_Lookup/)  
Education requirements are located at this link: <http://red.nv.gov/Content/Licensing/Main/>  
List of Educational institutions are located at this link: [http://red.nv.gov/Content/Education/Calendars\\_and\\_Providers/](http://red.nv.gov/Content/Education/Calendars_and_Providers/)

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**RENEWAL APPLICATION  
BROKER, BROKER SALESPERSON, OR SALESPERSON LICENSE  
BUSINESS BROKER AND PROPERTY MANAGER PERMIT**

Real Estate License number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Property Manager Permit: PM. Business Broker Permit: BUSB.

Name (Please print): \_\_\_\_\_  
(First, Middle, Last)

Personal Address : \_\_\_\_\_  
(Street, Apt or Ste no., City, State, Postal code)

Mailing address: (If different from residence): \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

**ACTIVE ONLY**

Company Name: \_\_\_\_\_

Company Location: \_\_\_\_\_

TOTAL FEE:	Renewal Fees:	Late Fees:
\$ _____	<input type="checkbox"/> \$180 – Salesperson <input type="checkbox"/> \$220 - Broker/Salesperson & Broker <input type="checkbox"/> \$40 - Property Manager Permit <input type="checkbox"/> \$40 - Business Broker permit	<input type="checkbox"/> \$75 - Salesperson <input type="checkbox"/> \$95 - Broker/Salesperson & Broker <input type="checkbox"/> \$20 – Property Manager Permit <input type="checkbox"/> \$20 - Business Broker Permit

**REQUIRED FOR ALL LICENSES**

1.  YES  NO Have you been convicted of, or entered a plea of guilty, guilty but mentally ill or nolo contendere to a misdemeanor, gross misdemeanor, or felony within your renewal period?  
If you answered yes, attach an explanation and appropriate court documents.

**CHILD SUPPORT**

2. PURSUANT TO NRS 645.358, THE FOLLOWING STATEMENT MUST BE ANSWERED AND SIGNED. Check **ONE** box only.

- I am NOT subject to a court order for the support of a child.
- I am subject to a court order for the support of one or more children and AM IN COMPLIANCE with that order or plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed in that order.
- I am subject to a court order for the support of one or more children and NOT IN COMPLIANCE with that order or plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed in that order.

**APPLICANT SIGNATURE**

- ❖ I hereby certify under penalty of perjury that the answers contained in this application are true and correct.
- ❖ I understand that if I am subject to a court order for support of one or more children and I am not in compliance with that order or plan, my application for license, certification or renewal of a license or certification will be denied.
- ❖ I further certify that I will faithfully comply with all the statutes and regulations of the State of Nevada pertaining to the conduct of real estate licensees in the State of Nevada.

\_\_\_\_\_  
*Signature of applicant*

\_\_\_\_\_  
*Date*

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**REPORT OF EXISTENCE OF NEVADA BUSINESS LICENSE  
Pursuant to NRS 645**

**All applicants MUST complete this section. Please select ONE option.**

I have a Nevada business license number assigned by the Nevada Secretary of State upon compliance with the provisions of NRS Chapter 76.

My Nevada business license number is: \_\_\_\_\_

I have applied for a Nevada business license with the Nevada Secretary of State upon compliance with the provision of NRS Chapter 76 and my application is pending.

I do NOT have a Nevada business license number.

The Real Estate Division is not the arbiter of determining whether the applicant needs a business license. Information about the Nevada business license can be found on the Secretary of State's website at: <http://nvsos.gov/>