

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Department of Consumer and Regulatory Affairs**  
**BUSINESS AND PROFESSIONAL LICENSING ADMINISTRATION**  
**Real Estate Commission**



**LICENSE RENEWAL REMINDER**

\*\*\*Renew your license via the Internet\*\*\*

Real Estate Salesperson licenses will officially expire on August 31, 2009. We are providing you with the opportunity to renew your license on-line via the Internet at [www.pulseportal.com](http://www.pulseportal.com). Choose District of Columbia and Real Estate, select 'Salesperson (SP) or Associate Broker (AB) License Renewal (Screening Questions/Paid Inactive).' The form will guide you through the process.

**PLEASE NOTE:** If you have recently answered your screening questions please check with your Broker/Independent Broker to ensure your renewal fees have been paid. If your renewal requires supporting documentation you will receive a separate notification indicating the missing information.

After August 31, 2009, you have until October 31, 2009 to renew your license with a late fee of \$50.00. If you are unable to locate the on-line renewal notice that was sent to you, please call Pearson-VUE at 1-888-204-6192 for renewal instructions, and additional details.

If you allow your license to expire, you will have five years from the expiration date to reinstate your license. If you allow more than five years to lapse, you will be required to complete all licensing requirements as a first-time applicant and submit a new license application.

If you have any questions, please call Pearson VUE's toll-free Customer Service number at 1-888-204-6192 or write to us at:

Pearson VUE, Inc.  
DC Real Estate Commission  
Metro-Plex II, Suite 400  
8201 Corporate Drive  
Landover, MD 20785