

# OKLAHOMA REAL ESTATE COMMISSION

We'll keep you on the right path.



*Renew your Real Estate License Online and view your Continuing Education Hours at*

**How to Login** <http://www.orec.ok.gov/renewal> **Beginning July 1, 2007**

**Initial Login Process for:** License types of Broker Associate (BA), Broker Proprietor (BP), Branch Broker (BB), Broker Inactive (BR), Broker Manager (BM), Sales Associate (SA), Provisional Sales Associate (PS)

**Step one:** Log on to <http://www.orec.ok.gov/renewal>.

**Step two:** Log on using your license number as the User ID and your last name for the password.

**Step three:** On the next screen, enter your email address and your date of birth, and an email will then be sent to that account.

**Step four:** Follow the link located on the email to set up your security questions and create a unique password.

**Initial Login Process for:** Entity License types of Corporation (CP), Association (AS), Partnership (PR), Branch Office (BO)

**Step one:** Log on to <http://www.orec.ok.gov/renewal>.

**Step two:** Log on using your entities' license number as the User ID and expiration date for the password.

**Step three:** On the next screen, enter your email address, and an email will be sent to that account.

**Step four:** Follow the link located on the email to set up your security questions, and create a unique password for your entity license.

**Please Note:**  
Only personal contact information can be changed during the online license renewal process. For all other changes, please contact OREC.

## Fee Schedule Information

To utilize the online license renewal process there will be an online fee added to the total amount. The online fee consists of a usage fee [for development of the site] and a fee that is charged by the credit card vendor. The fee is based on the amount of your license fee as noted by the license renewal fee chart:

License Renewal Fee	Estimated* Online Fee
\$225	\$5.25
\$165	\$4.25
\$140	\$3.75
\$125	\$3.50
\$110	\$3.50

\* Fee is determined based on payment method utilized and whether a \$10.00 late fee is included.

**Late Fee Notice** – A renewal shall be filed on or before midnight of the 10th day of the month in which the license is due to expire.

**Filing of License Renewal** – A license shall lapse and terminate if a renewal application and required fees have not been filed by midnight of the date the license is due to expire.

**Note:** In the event the dates, referenced above, fall on a weekend or holiday, the next Commission business day shall be considered the due date.

## What might prevent you from renewing online?

- Your license is lapsed or revoked.
- Your CE hours have not been recorded at the Commission and you desire an active renewal.
- Your Provisional Sales Associate Postlicense course has not been recorded at the Commission.
- You have been notified by the Tax Commission that you are not compliant with state income tax.