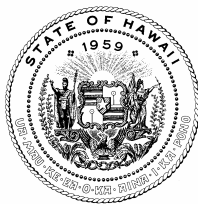


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July 13, 2011

MEMORANDUM

TO: **Forfeited Real Estate Licensees**, Continuing Education Providers, Real Estate Schools

FROM: Real Estate Commission

SUBJECT: Restoration on Forfeited Licenses

Effective April 1, 2010, Act 11 was signed into law limiting the amount of time to five years in which a licensee has to restore a forfeited license. Aside from this new time limit, the current restoration procedures are still in effect.

At it's July 13, 2011 meeting, the Real Estate Commission ("Commission") made a decision on procedures for restoration of forfeited licenses for individuals. The decisions intend to simplify the restoration process.

Summary of Restoration Options

All applicants seeking to restore forfeited real estate licenses, must submit a complete restoration application with all required fees, penalties, documents, and, in addition:

For licenses forfeited under one year, applicants restoring to *active* licensing status, must submit proof of completion of twenty hours of continuing education courses ("CE")ⁱ. Restoring to inactive licensing status requires no CE.

For licenses forfeited over one year and under four years, whether for active or inactive licensing status, applicants must complete one of the following:

- 1) Complete at least thirty hours of elective CEⁱⁱ; or
- 2) successfully complete the prelicensing course for the level of license forfeited; or
- 3) pass the prelicensing examination for the level of license forfeited.

For licenses forfeited over four years but less than five years, applicants must pass the prelicensing examination for the level of license forfeited.

- continued on reverse -

Pursuant to section 467-11(d), Hawaii Revised Statute, the license of any individual licensed as a real estate broker or a real estate salesperson who fails to submit a completed restoration application of a forfeited license within five years from the date of forfeiture shall be automatically terminated. Once a license has been terminated pursuant to this section, the individual may apply for a new salesperson license pursuant to and subject to all applicable laws and rules in effect at the time of application. IF YOU CURRENTLY HOLD A BROKER'S LICENSE AND YOU FAIL TO APPLY FOR RESTORATION OF A FORFEITED LICENSE WITHIN FIVE YEARS FROM THE DATE OF FORFEITURE, YOUR LICENSE WILL BE TERMINATED AND YOU MUST START OVER AS A SALESPERSON.

Any continuing education course completed for the purpose of restoration of a forfeited license cannot be utilized for the upcoming licensing renewal. Please review the instruction and information sheets that accompanied the restoration application. For the latest information on the restoration process, including CE course, precicensing courses, and precicensing examination, please connect with the Commission's web site at www.hawaii.gov/hirec.

ⁱ The CE courses, including mandatory core course, shall be for the previous licensing biennium renewal period. If not available, complete current licensing biennium elective courses. The current licensing biennium's mandatory core course will not be accepted for this purpose. Inform the CE provider that the course is taken for restoration of forfeited license purpose to ensure correct processing and issuance of special completion certificates.

ⁱⁱ Complete current licensing biennium's elective courses but the current biennium's mandatory core course will not be accepted for this purpose. Any elective courses or mandatory core course completed from the previous licensing biennium renewal period can be used for this purpose. Inform the CE provider that the course is taken for restoration of forfeited license purpose to ensure correct processing and issuance of special completion certificates.