

IMPORTANT INFORMATION FOR NEW LICENSEES

Please review the following materials, they will be very important to you in maintaining your real estate license. If you have any questions feel free to contact our office. You may also find helpful information on our website at: <https://nrec.nebraska.gov> .

Portal Information

The Real Estate Commission's Website located at <https://nrec.nebraska.gov>, publishes information on individual licenses. The Licensee Portal provides you with the ability to update your contact information, renew and transfer your license, and review your continuing education and errors and omissions insurance. We encourage you to utilize the online functionality that your portal offers.

If you have not set up a portal account, please do so now on our website at: <https://nrec.nebraska.gov/licensing-forms/portalinfo.html>

Please update your contact address. Unless you have indicated otherwise, all future mailings will be sent to your designated broker's office. Inactive licensees will receive their mail at their residence address. Please log onto the portal to make changes.

Ratification Of Licenses

Licenses issued are subject to ratification by the Commission at its next regularly scheduled meeting.

You may use the license immediately; however, it could be subject to recall if the Commission fails to ratify the issuing of it when the matter is considered by the Commission.

The Commission has directed that the foregoing information be included with each license.

Receipt Card

Your Receipt card has been emailed to you. The Receipt Card provides you with your **License Number, Expiration Date**, as well as other license information. Please note your expiration date and your license number.

Post-License Education Requirement – All Licenses Issued through Examination

All licenses shall furnish evidence of completion of Course# 7000 **within 180 days after license issuance**. If a licensee fails to do so, the Commission shall place his/her license on inactive status until the Commission receives such satisfactory evidence. Transfer to active status will be subject to the fee as required in section 81-885.20.

License Information – Your License Expires December 31, of this year.

**Initial Nebraska real estate licenses are issued for a calendar year.
Subsequent renewals are for a 2 year period.
Fees are not prorated.**

The renewal option is available starting in September or October of each year. When you log into the portal at <https://nrec.nebraska.gov> please review the instructions before you start the renewal process. You will also need to provide proof of errors and omissions insurance for the upcoming year prior to renewing your license.

If your license was issued prior to November, you need to renew no later than November 30, to avoid paying a late fee.

If your license was issued in November or December, you will not be charged a late fee for December. However, late fees will start accruing if you renew in January or later.