



**Real Estate Agency**  
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## CONTINUING EDUCATION CERTIFICATION

FEB 2008

### DO NOT SEND THIS CONTINUING EDUCATION CERTIFICATION TO THE REAL ESTATE AGENCY

#### GENERAL INSTRUCTIONS

As part of the renewal process for an active license, documentation of continuing education completion is required.

1. Your continuing education certificates must be retained in your office.
2. This Continuing Education Certification must be completed and retained in your office.
3. Both 1 and 2 must be available for audit by the Oregon Real Estate Agency upon request.

**DO NOT SEND THE CONTINUING EDUCATION CERTIFICATES OR THIS CONTINUING EDUCATION CERTIFICATION TO THE REAL ESTATE AGENCY.** If received by the Agency, they will be destroyed and no record of any type retained.

#### LICENSEE CERTIFICATION OF CONTINUING EDUCATION REQUIREMENTS

*By signing below, I certify I have met the continuing education requirement for license renewal. If I was first licensed after July 1, 2002 and this is my first active license renewal, I certify I have completed the Advanced Practices Course as required. [Reference ORS 696.174 and OAR 863-015-0055]*

Name of Licensee (please print clearly)	License #
Original Signature of Licensee	Date

#### SUPERVISORY CERTIFICATION OF CONTINUING EDUCATION REQUIREMENTS (Completed by principal broker if above licensee is not a sole practitioner, principal broker or property manager)

*By signing below, I certify the above licensee has met and provided proof of the continuing education requirements for license renewal. If the licensee above was first licensed after July 1, 2002 and this is the licensee's first active license renewal, I certify the licensee has completed the Advanced Practices Course as required. [Reference ORS 696.174 and OAR 863-015-0055]*

*I understand that this form and the continuing education documentation must be retained in my office for six years. [Reference ORS 696.280 and OAR 863-015-0260]*

Name of Principal Broker (please print clearly)	License #
Original Signature of Principal Broker	Date

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**THIS FORM MUST BE RETAINED IN YOUR OFFICE FOR SIX YEARS**