

real

# Real Onboarding: Quick Start

# Where you want to go:

We are here!



## About Real

You're getting to know us & we're getting to know you! Hopefully, it's a great fit?

### Learn more:

<https://go.joinreal.com/>

## Join Real

You're joining? Amazing. Let's get started on your application; we'll assist with the license transfer; and activate you in reZEN, our transaction management system.

### Join:

<https://onereal.link/join>



## Onboarding

Welcome home. We'll see you in training and get you set up in the system:

### Real Training:

[Links to Register](#)



## Success

You're home - a community built on kindness that runs on collaboration.

### Everything you need is in reZEN:

<https://onereal.link/reZEN>

# Before we get started:

- **Google Chrome is preferred**
- **Laptop/Desktop computer is preferred**

# 1. ACCOUNT INFO

Please go to:  
[bolt.therealbrokerage.com/register](https://bolt.therealbrokerage.com/register)



Note the username, email address & password. It will be used to continue to log into the reZEN platform.

## Create Account

First Name *	Last Name *
<input type="text" value="Enter your first name"/>	<input type="text" value="Enter your last name"/>
Username *	Email *
<input type="text" value="eg. johndoe9"/>	<input type="text" value="✉ johndoe@example.com"/>
Password *	Password Confirmation *
<input type="text" value="Choose password"/> <input type="checkbox"/>	<input type="text" value="Confirm password"/> <input type="checkbox"/>
<input type="checkbox"/> By checking the box, I agree to the <b>Privacy Policy</b> , <b>Terms of Use</b> and <b>Electronic Disclosure and Consent</b> .	
<input type="checkbox"/> By checking the applicable box below, I consent by electronic signature to receive calls and text messages from Real Broker, LLC and its affiliated entities, if the applicable box is checked, made by any means or technology, for informational, marketing, or any other purposes at the phone number I provided above. I understand that my consent to such calls and text messages is not required to purchase products from or use the services of any of the entities listed below.	
<input type="button" value="Create Account &gt;"/>	
<input type="button" value="Already have an account? Log In &gt;"/>	

# 2. TWO-FACTOR AUTHENTICATION

You can choose between SMS Text Message or an Authenticator App for Two-Factor Authentication.

Enter the code that is sent to you or in your authenticator app to proceed.



## Two-Factor Authentication

Before you continue you need to add a second step verification to protect your account

Two-factor authentication (2FA) provides an additional layer of beyond passwords and is strongly recommended. Once enabled, you is protected by requiring both your password and an authentication an authenticator app or your mobile device in order to log in to

Set-Up Two-Factor Authentication



## Select a Two-Factor Authentication Method

**i** This can be changed anytime by deleting the active method.

### Text Messages (SMS)

Receive a confirmation code via text messages.

**i** You will need to provide your phone number.

**📶** You will need cellular service to receive the messages.

### Authenticator App

Get verification codes from an app even offline.

**i** Requires installing an authenticator app on your phone

**👉** Access Rezen even without cellular connection.

Continue →

Cancel

# 3. LOGIN

Login to your account to begin your application!

real

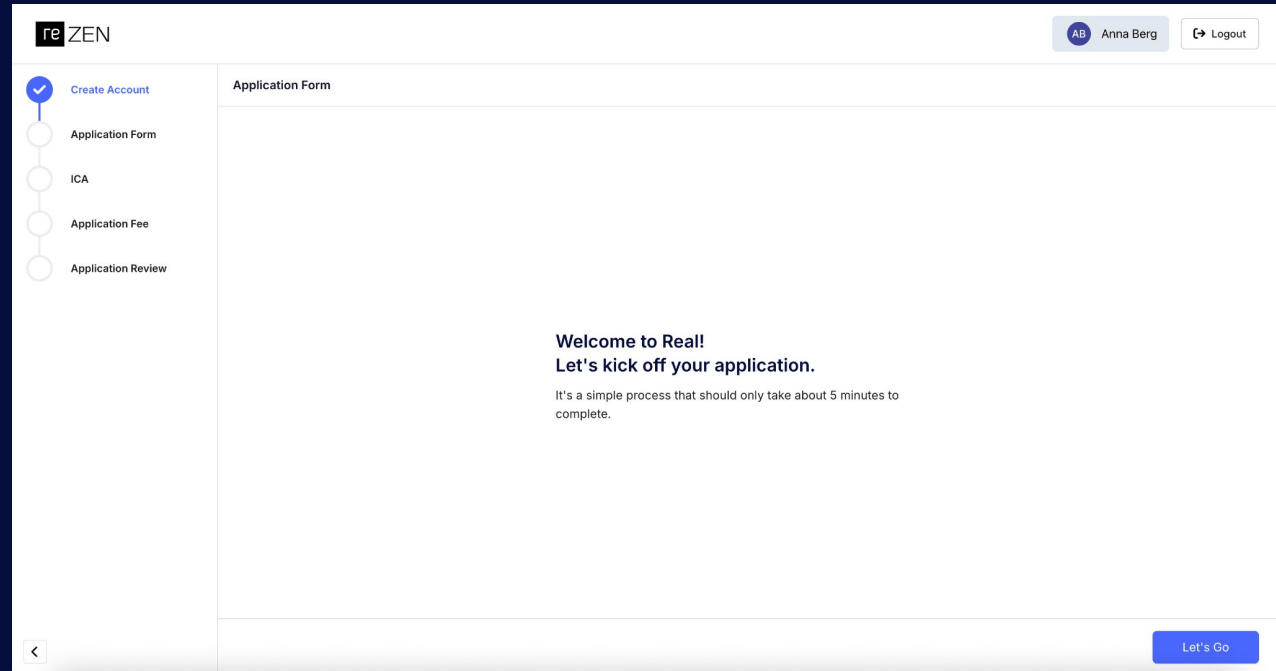
## Login

[Forgot Password](#)

Don't have an account yet? [Create Account](#)

# 4. START APPLICATION

Click "Let's Go" to begin!



The screenshot shows the 'Application Form' page in the Real ZEN system. The page is divided into a left sidebar and a main content area. The sidebar contains a vertical list of steps: 'Create Account' (checked with a blue checkmark), 'Application Form', 'ICA', 'Application Fee', and 'Application Review'. The main content area displays a welcome message: 'Welcome to Real! Let's kick off your application.' followed by a sub-header 'Let's kick off your application.' and a paragraph: 'It's a simple process that should only take about 5 minutes to complete.' At the bottom right of the main content area, there is a blue button labeled 'Let's Go'. A blue arrow points to this button from the bottom right of the image. The top right of the page shows a user profile for 'Anna Berg' with initials 'AB' and a 'Logout' button. The top left of the page shows the 're ZEN' logo. A back arrow is visible in the bottom left corner of the page.

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# 5. BASIC INFORMATION

Please answer the Application questions regarding the country you are based in, your phone number, and date of birth.

Click the blue “Next” button to proceed to each question.

Where are you based?



USA



Canada

What is your phone number?

Mobile Number



Mobile Number

What is your date of birth?

Date of Birth



MM/DD/YY

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# 6. SPONSOR SELECTION

Your [Sponsor](#) is the person who most influenced you to become an agent with Real. Once you select your Sponsor you cannot change it.

If you have any questions about your Sponsor selection, please contact us at [Onboarding@therealbrokerage.com](mailto:Onboarding@therealbrokerage.com) *prior to* completing this section.

## Sponsors

Were you introduced to the Company by another Agent that you would like to list as your Sponsor?

Sponsored

Yes, I would like to name a Sponsoring Agent

Yes, I would like to name 2 Sponsoring Agents

No, I wouldn't like to name a Sponsor

# 6. SPONSOR SELECTION

To select your Sponsor, choose if you would like to name one or two Sponsoring Agents and enter their name(s) and email address(es).

Click the blue “Next” button to proceed to the next question.

### Sponsors

Were you introduced to the Company by another Agent that you would like to list as your Sponsor?

Sponsored

Yes, I would like to name a Sponsoring Agent

Yes, I would like to name 2 Sponsoring Agents

No, I wouldn't like to name a Sponsor

Sponsoring Agent Full Name

Ex: Jane Doe

Sponsoring Agent Email

### Sponsors

Were you introduced to the Company by another Agent that you would like to list as your Sponsor?

Sponsored

Yes, I would like to name a Sponsoring Agent

Yes, I would like to name 2 Sponsoring Agents

No, I wouldn't like to name a Sponsor

Sponsoring Agent #1 Full Name

Ex: Jane Doe

Sponsoring Agent #1 Email

Sponsoring Agent #2 Full Name

Ex: Jane Doe

Sponsoring Agent #2 Email

# 7. LICENSE INFORMATION

First, select all the States that you hold an active Real Estate license.

Next, select the MLS and Board and enter the license number for each State.

**Note:** All agents are required to be a member of a local Board and MLS.

Click the blue “Next” button to proceed to each question.

## Where are you licensed?

Select all the states or provinces where you hold a real estate license.

State(s) / Province(s)

Select options

**BE SURE YOU ARE SELECTING ALL STATES WHERE YOU HOLD A LICENSE**

### MLS: California

Do you belong to an MLS?

Yes

No

What is the name of the local MLS you are a member of or will be joining in California?

Select an option

### Board of Realtors: California

Do you belong to a Board?

Yes

No

What is the name of the local Board of Realtors (Association of Realtors) you are a member of or will be joining in California?

Select an option

### License Number: California

Do you have a license number?

Yes

No

What is your real estate license number in California?

e.g. CA5678900ER

### Real Estate License (Optional): California

Upload your California Real Estate License.

(If you haven't received your license card, you can use a screenshot from your licensing entity's website that shows your name, license number, and expiration date)

 [Browse Files](#) or Drag & Drop

Please upload only image or document files up to 5MB.

# 7. LICENSE INFORMATION

Please answer the Application questions regarding your license status and anticipated transfer date.

**Note:** this will be the date that our Onboarding Team will attempt to activate you at Real once your license transfer process is complete at the State-level.

Click the blue “Next” button to proceed to each question.

## License Status: California

Is your license active in California?

Yes

No

When does your license expire in California?

 MM/DD/YY

## Registered Complaint: California

Have you had a registered complaint filed against you in California?

Yes

No

## Requested License Transfer Date

What day would you like to transfer your license?

 MM/DD/YY

## Driver's License (Optional)

Upload a photo showing your face in front of your driver's license.

 [Browse Files](#) or Drag & Drop

Please upload only image or document files up to 5MB.

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# 8. CURRENT BROKERAGE

Please answer the Application questions regarding your current sponsoring brokerage and any pending transactions you may have.

Click the blue "Next" button to proceed to the next question.

## Current Brokerage

Are you affiliated to a brokerage?

Yes

No

What is the name of your current brokerage?

Please enter your brokerage name

Do you have any pending transactions with your current or previous brokerage?

Yes

No

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# 9. TEAM INFORMATION

Please answer the Application questions regarding your Team status.

If applicable, include your Team Leader's name and the Team Name.

Click the blue "Next" button to proceed to the next question.

## Agent Type

Are you an individual agent or a team agent?

Individual Agent

Team Agent

**BE SURE TO SELECT "TEAM AGENT" IF JOINING WITH A TEAM OR BROKERAGE**

## Agent Type

Are you an individual agent or a team agent?

Individual Agent

Team Agent

Are you a team leader or a team member?

Team Leader

Team Member

Team Leader's Name

Team Leader's Name

Team's Name

Team's Name

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# 10. STOCK PURCHASE PLAN

Choose whether or not you would like to opt-in to the [Stock Purchase Plan](#). This can always be changed at a later date.

Click the blue “Next” button to proceed to the next question.

## Stock Purchase Plan

Would you like to opt-in to the Stock Purchase Plan?

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# 11. EMERGENCY CONTACT

Enter the requested information for your emergency contact.

Click the blue “Next” button to proceed to the next question.

## Emergency Contact Information

Full Name

Phone Number

Email Address

Relationship

# 12. REVIEW YOUR APPLICATION

Review your Application for accuracy and click the "Edit" button to make any necessary changes.

Click the blue "Next" button to proceed to the next step.

Application Form | Question 18 of 18

### Review Application

1	Where are you based?	United States	<a href="#">Edit</a>
2	What is your phone number?	+1 (818) 792-8955	<a href="#">Edit</a>
3	What is your date of birth?	02/15/1995	<a href="#">Edit</a>
4	Sponsors	Sponsoring Agent Email: janedoe@gmail.com Sponsored: One Sponsor Sponsoring Agent Full Name: Jane Doe	<a href="#">Edit</a>
5	Where are you licensed?	California	<a href="#">Edit</a>
6	MLS: California	Do you belong to an MLS?: Yes What is the name of the local MLS you are a member of or will be joining in California?: California Regional Multiple Listing Service (CRMLS)	<a href="#">Edit</a>
7	Board of Realtors: California	What is the name of the local Board of Realtors (Association of Realtors) you are a member of or will be joining in California?: Burbank Association of Realtors (BAOR)	<a href="#">Edit</a>

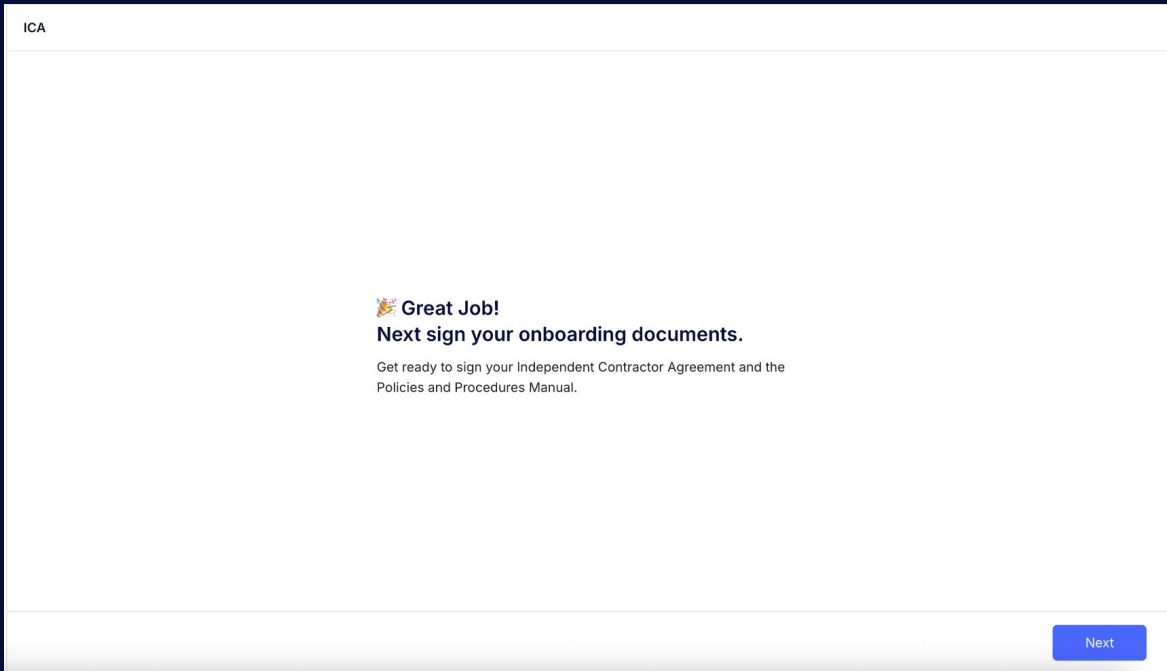
[Back](#) [Next](#)



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# 13. SIGN INDEPENDENT CONTRACTOR AGREEMENT

Click the blue “Next” button to proceed to the Independent Contractor Agreement.



# 13. SIGN INDEPENDENT CONTRACTOR AGREEMENT

Begin signing your Independent Contractor Agreement.

All required sections that must be completed or signed are highlighted.

Your ICA should have all required fields pre-populated based on your responses in the Application.

## Independent Contractor Agreement



**REAL BROKER**  
**RESIDENTIAL INDEPENDENT CONTRACTOR AGREEMENT**

**Start**

Name of Agent ("Agent"):	Anna Berg	
Primary State Agent Licensed:	California	License No.: 00000000
Additional State:	N/A	License No.: N/A
Additional State:	N/A	License No.: N/A
Effective Date ("Effective Date"):	<b>AGREEMENT_D</b>	

The addenda checked below and the Terms of Use and Privacy Policy, which are found on the URL <https://onereal.com/pages/legal> and mobile application reZEN (collectively, "Terms and Conditions"), as may be amended by the Company from time to time, are hereby incorporated into this Residential Independent Contractor Agreement by reference as if fully set forth herein (together with the below checked addenda, the "Agreement"):

- [x] Policies and Procedures Manual (the "Manual") – Updated March 2025
- [x] Commission and Fee Schedule Addendum – Updated August 2025
- [x] State Specific ICA Provision Addendum - Updated October 2025
- [x] Willable Revenue Share Program Addendum – Updated March 2025
- [x] Agent Stock Purchase Program – Updated June 2025
- [x] Agent Awards Stock Grant Program – Updated June 2025

# 13. SIGN INDEPENDENT CONTRACTOR AGREEMENT

Ensure your requested license transfer date is correct.

**Note:** this will be the date that our Onboarding Team will attempt to activate you at Real once your license transfer process is complete at the State-level.

- iii. that all real estate service contracts entered into under this Agreement shall be entered in the name of the Company;
- iv. that all compensation in connection with any listing, sale, lease, or rental is to be made payable to the Company; and
- v. to provide Company copies of all documents used in the closing of a transaction under this Agreement and all related documentation, including, but not limited to, listing and buyer representation agreements, purchase and sale agreements, addendums, disclosures, closing statements, and client information data, within two (2) business days of the execution of such document.

**12.2 Agent Use of Company AI Tools.** In connection with Agent's activities under this Agreement, the Company may make certain technology and artificial intelligence (AI) tools available to Agent, including "Leo," the Company's AI-powered assistant available through the reZEN platform ("AI Tools"). Agent acknowledges and agrees that the AI Tools provided by the Company are intended to support, facilitate, and enhance Agent's activities and provision of services under this Agreement. Agent shall use the AI Tools only for purposes from performing under this Agreement and providing services to the Company. The AI Tools are not a substitute for professional judgment, experience, knowledge, and discretion applied by experienced real estate agents. Agent affirms that its decisions and actions ("Agent Actions") relating to this Agreement and the services hereunder will be made by Agent exercising Agent's independent professional judgment as a real estate agent, based on the Agent's experience and expertise, as well as accepted industry standards. Company does not warrant or guarantee any particular results or outcomes from the use of the AI Tools and does not assume, and expressly disclaims, any obligation or liability in connection with all Agent Actions. Agent acknowledges that it is solely responsible for verifying and ensuring the accuracy and appropriateness of all data supplied to by Agent, the interpretation of any output from the AI Tools, and the application of such output to Agent Actions.

## Article 13 JOIN DATE, ANNIVERSARY DATE, ANNIVERSARY YEAR AND AGENT CAP

**13.1 Join Date and Anniversary Date and Anniversary Year.** Agent's "Join Date" shall be the date on which Agent completes the onboarding process and transfers Agent's license to the Company. The "Anniversary Date" for Agent will be the first day of the calendar month following Agent's Join Date with the Company provided that if the Agent's Join Date is the first day of a calendar month, then it shall be that day. "Anniversary Year" for an Agent means the 12-month period that begins on the Agent's Anniversary Date.

Requested License Transfer Date: \_\_\_\_\_

**13.2 Agent Cap.** "Agent Cap" means the dollar amount of the Company's split of commissions paid to the Company on Agent's closed transactions after which the agent will no longer split commissions with the Company. The Agent Cap is \$12,000, unless otherwise set forth in an addendum or amendment to this Agreement. Agent's contributions toward the Agent Cap reset to \$0 on the Agent's Anniversary Date each year.

## Article 14 COMPENSATION & TRANSACTIONS UPON TERMINATION

# 13. SIGN INDEPENDENT CONTRACTOR AGREEMENT

Ensure your Sponsoring Agent information has been entered correctly.

Once the ICA is signed, the Sponsor(s) selection cannot be changed.

**real** REAL BROKER  
SPONSORING AGENT ADDENDUM

Name of Agent ("Agent"):  
Date of Residential Independent Contractor Agreement between Agent and Company:

THIS SPONSORING AGENT ADDENDUM ("Addendum") is entered into between Agent and Company and forms a part of the terms and conditions set forth in the Residential Independent Contractor Agreement (together with all addenda, Terms of Use, Privacy Policy, and Policies and Procedures Manual (the "Manual"), the "Agreement") to which Agent and Company are parties. In the event of conflict between this Addendum and the Agreement, this Addendum shall control. All initially capitalized terms not defined herein shall have the meanings set forth in the Agreement, and all references in this Addendum to the Agreement shall be deemed to include reference to this Addendum and any other addenda attached to the Agreement, which are hereby incorporated by reference.

WHEREAS, Article 23 of the Independent Contractor Agreement ("ICA") allows Agent, if Agent so elects, to identify a Sponsoring Agent; and

WHEREAS, Agent would like to identify a Sponsoring Agent;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledges, Agent and Company agree as follows:

Agent acknowledges and confirms that any Sponsoring Agent listed below, has not offered, enticed, or promised anything of value, including, but not limited to, lead generation platforms, CRM, coaching, trips, rebates, or currency in return for being named a Sponsoring Agent. Agent acknowledges that when this Agreement is signed any Sponsoring Agent name listed below may not be changed for any reason, which includes, but is not limited to, divorces or an agent's departure from a team. Agent acknowledges that if Agent is selecting a Sponsoring Agent, the Agent's initial selection of any Sponsoring Agent will be a Sponsoring Agent for the Agent for all purposes as set forth in the Agreement.

**Agent is not required to name a Sponsoring Agent. Agent names two Sponsoring Agents, they will be n**

March 2025 Page 1 of 2

Were you introduced to the Company by another Agent that you would like to list as your Sponsor?

Yes, I would like to name a Sponsoring Agent  
 Yes, I would like to name two (2) Sponsoring Agents  
 No, I would not like to name a Sponsor.

1. Agent names Jane Doe as Sponsoring Agent. The Sponsoring Agent's e-mail address is janedoe@gmail.com.

OR:

2. Agent names N/A as Sponsoring Agent. The Sponsoring Agent's e-mail address is N/A.

3. Agent names N/A as Sponsoring Agent. The Sponsoring Agent's e-mail address is N/A.

**IN WITNESS WHEREOF**, the parties have executed this Addendum as of the date last executed below ("Effective Date").

Next

# 14. SUBMIT SIGNED ICA

Click the green "Complete" button to submit your completed and signed Independent Contractor Agreement.

ICA

## Independent Contractor Agreement

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date last executed below ("Effective Date").

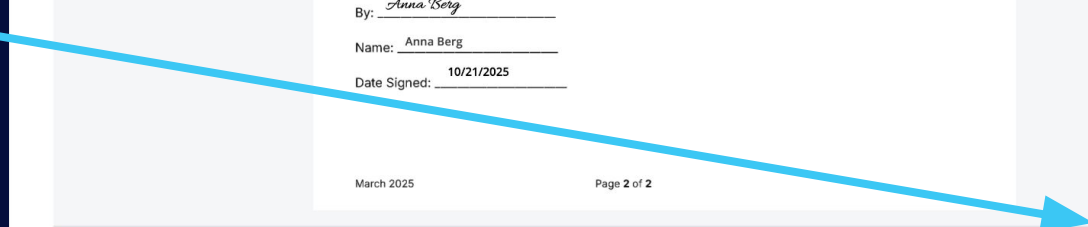
**REAL BROKER, LLC**  
By: Alexandra Lumpkin  
Name: Alexandra Lumpkin  
Title: Vice President  
Date: 10/21/2025

**AGENT**  
By: Anna Berg  
Name: Anna Berg  
Date Signed: 10/21/2025

March 2025 Page 2 of 2

Please sign document before moving forward.

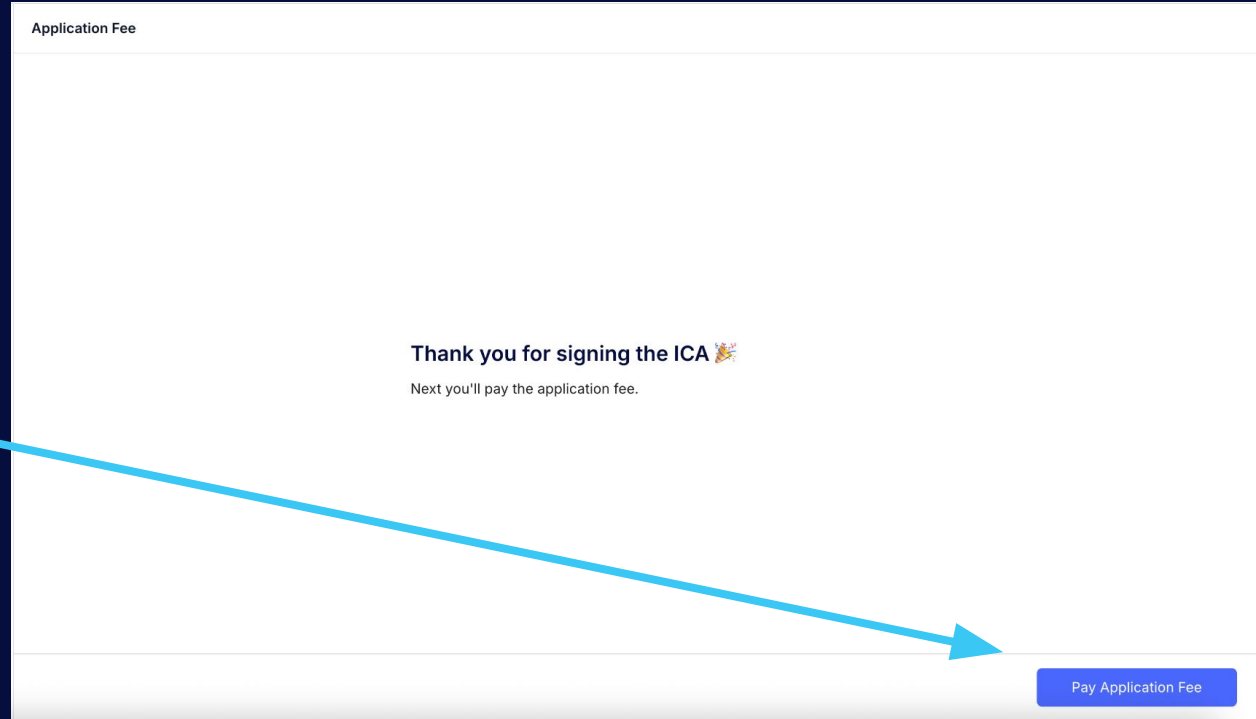
[Download](#) [Complete](#)



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# 15. PAY APPLICATION FEE

Click the blue "Pay Application Fee" button to proceed to the payment screen.



# 15. PAY APPLICATION FEE

Next, please pay your one time Application Fee.

**Note:** Some states/provinces require the brokerage to pay the license transfer fee so your Application Fee may be different per location.

Application Fee

One-Time Fee	
Real Brokerage Application Fee	\$249 USD
California License Transfer Fees	\$0 USD
<b>Total</b>	<b>\$249 USD</b>

Promo Code  
 [Apply](#)

Card Number  
 [Autofill link](#)

Security Code  Expiry Date

Billing Zip Code

[Pay Now](#)

# 16. TRANSFER LICENSE

Next, your license will be transferred. This can take a few days, depending on your state/province.

Instructions:

[onereal.link/transfer](https://onereal.link/transfer)



## You're All Set! 🎉

Your payment was received 🏦 and your application is now being reviewed. The Onboarding Team will contact you via email soon 📧 to help with:

- License Transfers (if applicable)
- Board/MLS Sponsorships Transfer (if applicable)
- Account Activation

If you have a license, get started with the process to transfer it over with our [state-specific guides](#).

real

[Submit a request](#) [Sign in](#)

[Real](#) > [Knowledge Base Articles](#) > [License Transfer Instructions](#)

### Articles in this section

- Iowa
- Minnesota
- North Dakota
- Oregon
- Oklahoma
- New Hampshire
- Wisconsin
- Washington
- Virginia
- Utah

[See more](#)

## California

9 days ago

### After you sign the Independent Contractor Agreement:

- Go to [www.dfe.ca.gov](http://www.dfe.ca.gov) and login to the E-Licensing section using your existing login and password. If you have not set up a login you can register for a new login.
- Once inside the E-Licensing section choose "Change Employer" and then enter Real Broker's license #: 02022092.
- You will be asked if the Broker is available to confirm the transfer, choose "NO" and enter our California Broker's E-mail address: [cabroker@therealbrokerage.com](mailto:cabroker@therealbrokerage.com). Our broker will receive the message and confirm the transfer.

### After completing the above steps:

Jason Lopez will get a message from the DRE, confirm the transfer.

### New to Real?

Look out for your welcome email once your license transfer is complete!

real

# 17. JOIN BOARDS

If you are already with a Board and/or MLS, we will approve your Application and continue the Onboarding process.

If you have not yet joined a Board or MLS, please let us know which one you will be joining by emailing [Onboarding@therealbrokerage.com](mailto:Onboarding@therealbrokerage.com)

To view boards in your state, [go here.](#)

The screenshot shows a progress page for 'real' with a navigation bar at the top containing: Create Account, Application Form, Independent Contractor Agreement, Application Fee, Transfer License, and Join Boards. A large green checkmark icon is on the left. The main text reads: 'We have received your request. We're confirming that your license and board sponsorship transfer has been completed, and we will activate your account shortly.' Below this is a support contact number: 'For any assistance, please reach out to our customer support team or call us at 1-855-450-0442.' On the right, a vertical progress bar shows six steps, each with a blue checkmark: CREATE ACCOUNT, APPLICATION FORM, INDEPENDENT CONTRACTOR AGREEMENT, APPLICATION FEE, TRANSFER LICENSE, and JOIN BOARDS. At the bottom left is a 'Logout' button, and at the bottom right is a blue circular help icon with a question mark.

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# Welcome to Real!

Once your licence is transferred you will receive your **Welcome to Real** email with next steps including invitations to [onboarding training and orientation sessions](#).

Get started transitioning your marketing with our [Brand Elements Guide](#)



## Welcome to **Real**

Congratulations, you are officially part of the most collaborative brokerage in real estate!

We are changing the real estate industry—and along with it, the way you join a new brokerage. We created a brokerage that gives you the tools to get up and running the way YOU want.

### Steps to **Complete**



#### **Prepare for an Incredible Onboarding Experience**

Over the next 60 days, you will receive a series of emails packed with useful tips to help you learn Real's systems.