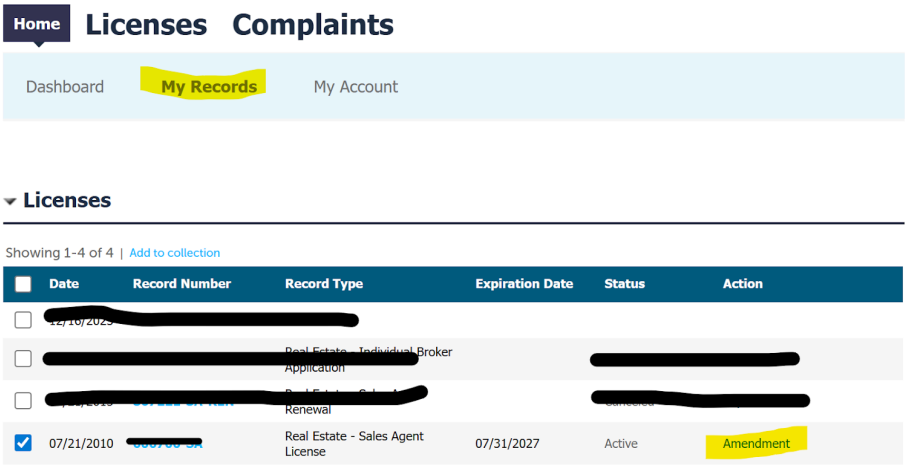
SWITCHING YOUR LICENCE TO REAL BROKER

TREC REALM Portal (1.28.26)

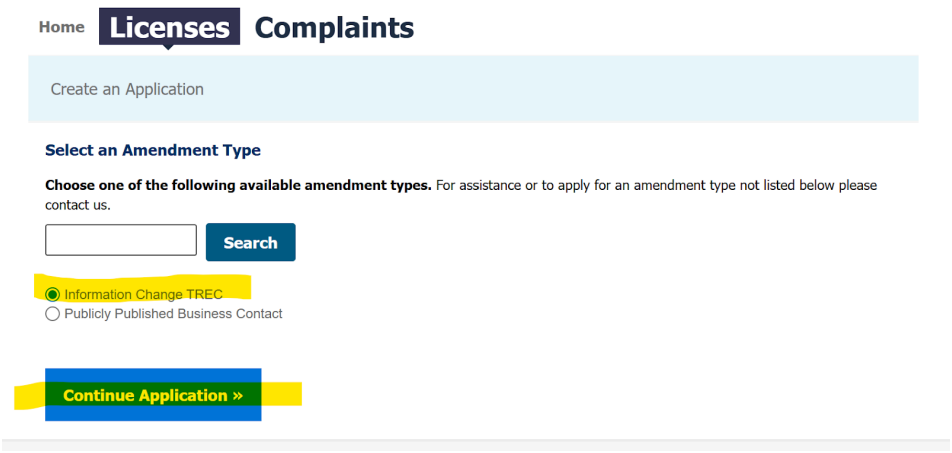
Step 1

- **Log into your REALM portal through TREC**
- **Click “My Records”**
- **Click on “Amendment”**



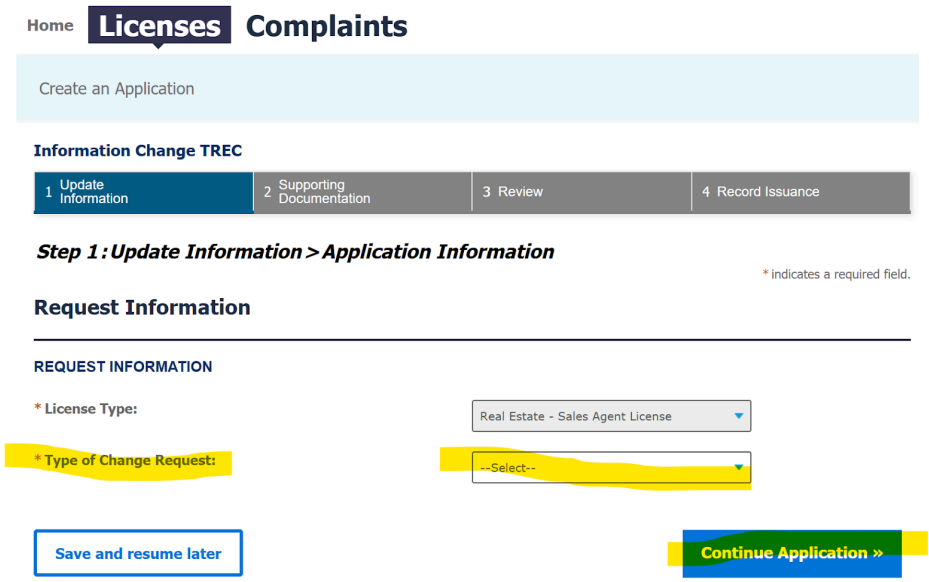
Step 2

- **Click on button for “Information Change TREC”**
- **Click Continue Application**



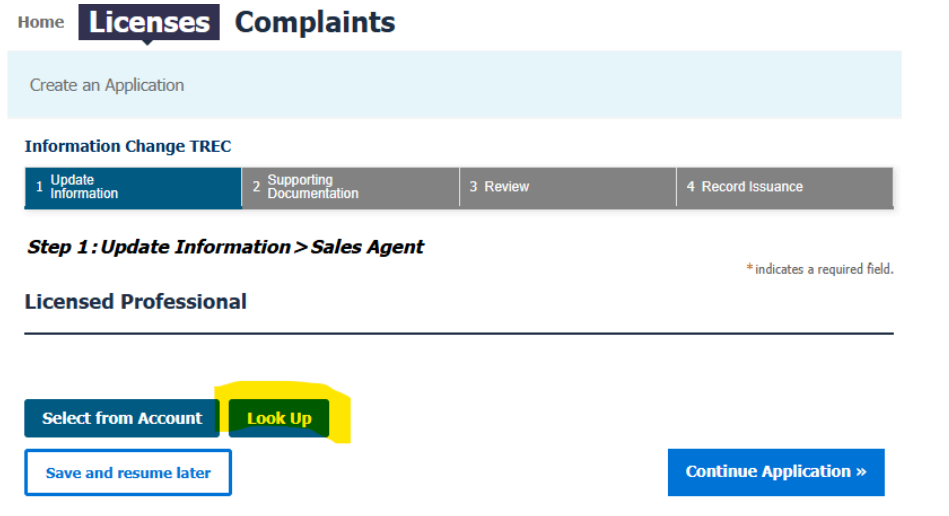
Step 3

- **Click on Drop Down for “Type of Change Requested” & select “Change or Request Sponsorship”**



Step 4

- **Click on “Look Up” … a New Pop Up Window will appear**
  - **License Type Drop Down … select Real Estate Business Broker**
  - **Enter Broker #9003138 - Click Look Up**
  - **REAL Broker will appear (address is Newark 94560) … Click Continue Application**



Look Up License

License Type: --Select--

License Number: 9003138

First:

Last:

Name of Business:

Look Up | Clear | Discard Changes

Home **Licenses** Complaints

Create an Application

Information Change TREC

1 Update Information | 2 Supporting Documentation | 3 Review | 4 Record Issuance

Step 1 : Update Information > Sales Agent

*indicates a required field.

Licensed Professional

✓ Licensed professional added successfully.

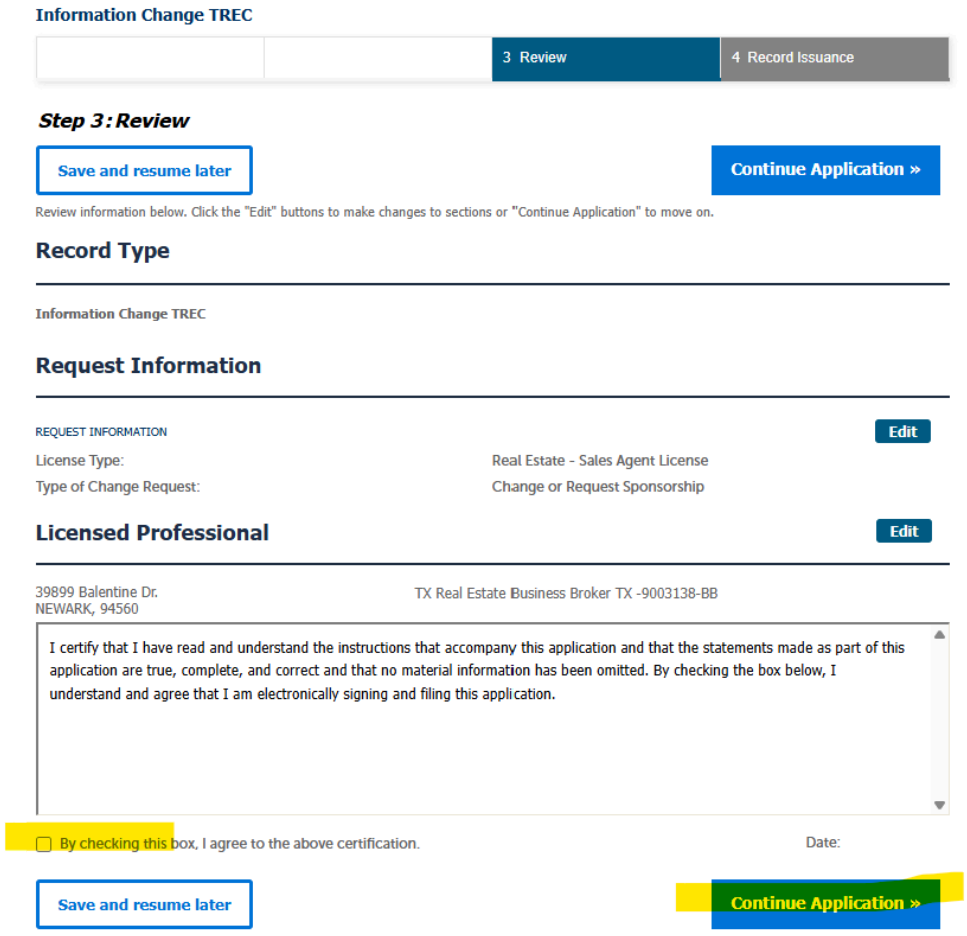
License Type: Real Estate Business Broker
License Number: 9003138-BB
Address: NEWARK 94560

Edit Remove

Save and resume later

Continue Application »

Step 5 … REVIEW info … Check Box agreeing to Certification … Click Continue Application



Step 6 = Record Issuance