

**WEST VIRGINIA  
SECRETARY OF STATE  
JOE MANCHIN, III  
ADMINISTRATIVE LAW DIVISION**

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**FILED**

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OFFICE WEST VIRGINIA  
SECRETARY OF STATE

Form #6

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED  
BY THE WEST VIRGINIA LEGISLATURE**

AGENCY: Real Estate Commission TITLE NUMBER: 174

AMENDMENT TO AN EXISTING RULE: YES  NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: \_\_\_\_\_

TITLE OF RULE BEING AMENDED: \_\_\_\_\_

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: 2


TITLE OF RULE BEING PROPOSED: Schedule of Fees

THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.

AUTHORIZATION IS CITED IN (house or senate bill number) Senate Bill 2014

SECTION §64-9-15, PASSED ON June 13, 2003

THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS RULE BECOMES EFFECTIVE ON THE  
FOLLOWING DATE: November 1, 2003

  
Authorized Signature

TITLE 174  
LEGISLATIVE RULE  
REAL ESTATE COMMISSION

SERIES 2  
SCHEDULE OF FEES

FILED

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**§174-2-1. General.**

1.1. Scope. -- This legislative rule establishes the fees to be charged by the Commission.

1.2. Authority. -- W. Va. Code § 30-40-8.

1.3. Filing Date. -- August 4, 2003

1.4. Effective Date. -- November 1, 2003

**§174-3-2. Schedule of fees.**

2.1 Examination fee -- \$25.00, paid at time of examination.

2.2 Reexamination fee -- \$25.00, paid at time of examination.

2.3 Investigation fee -- \$25.00

2.4 Broker / Associate broker license -- \$100.00, per year.

2.5 Salesperson license -- \$50.00, per year.

2.6 Branch office license -- \$100.00, per year.

2.7 Broker / Associate Broker renewal --- \$100.00, per year, payable by the fifteenth day of June.

2.8 Salesperson's renewal fee -- \$50.00, per year, payable by the fifteenth day of June.

2.9 Branch office renewal -- \$100.00, per year, payable by the fifteenth day of June.

2.10 Change of Employing Broker -- \$10.00

2.11 Duplicate license -- \$10.00

2.12 Certification -- \$10.00

2.13 Change of name -- \$10.00

2.14 Change of office address -- \$10.00

2.15 Late renewal fee – \$10.00, in addition to the required renewal fee, for each renewal application postmarked between July 1, and September 30 of the year in which due.

2.16 Reinstatement fee – \$50.00, in addition to the required renewal fee, for each renewal application postmarked between October 1, and December 31 of the year in which due.

2.17 Reinstatement fee – \$100.00, in addition to the required renewal fee, for each renewal application postmarked between January 1, and June 15 of the year subsequent to the year in which due.

2.18 Roster of active licensees – \$100.00, one county – \$5.00

2.19 Course Provider registration fee for each continuing education course – \$50.00, per year.

2.20 Returned check charge – \$20.00

2.21 Copies of public records – \$0.25 per page plus staff time, if applicable, but only if the total charge equals or exceeds \$5.00.

Failure to pay any of the fees required under this rule is just cause for revocation of or refusal to issue or renew a license.