



STATE OF MISSOURI
 DIVISION OF PROFESSIONAL REGISTRATION
MISSOURI REAL ESTATE QUESTIONNAIRE

RETURN COMPLETED QUESTIONNAIRE TO:

Missouri Real Estate Commission
 Attn: Á
 PO Box 1339
 Jefferson City, MO 65102

OR

FAX: (573) 751-2777

Email:

Additional forms available on the MREC website:
www.pr.mo.gov/realestate.asp

Please complete this document concerning your Missouri real estate activity within the last 12 months. All questions are specific to the broker/brokerage and affiliated licensees of the license number selected for audit. Please return this completed form as soon as possible, but **not later than 30 days from the date of the enclosed letter**. Include a copy of your current license. If you have not had any of the activities/transactions indicated, please check "None" or insert zeros.

1. PLEASE INDICATE THE NUMBER AND TYPE OF BANK ACCOUNTS MAINTAINED, WHICH HOLD FUNDS OF OTHERS (NON-BROKERAGE FUNDS). IF YOU DO NOT HAVE ANY ESCROW ACCOUNTS, PLEASE CHECK "NONE".

Sales Escrow _____ Security Deposit _____ Other _____
 Rental Escrow _____ Owner Accts _____ None

2. HOW MANY CURRENT PENDING SALES TRANSACTIONS DO YOU HAVE (OFFER ACCEPTED BY ALL PARTIES, BUT NOT YET CLOSED)? HAVE ANY PENDING SALES FALLEN THROUGH DURING THE LAST 12 MONTHS (DOWN OR DISPUTED)? IF YOU DO NOT HAVE ANY PENDING OR DOWN/DISPUTED TRANSACTIONS, PLEASE CHECK "NONE".

Current pending files _____ None
 # Down or disputed transactions _____

3. HOW MANY SALES TRANSACTIONS, INVOLVING MISSOURI PROPERTIES, HAVE CLOSED WITHIN THE LAST 12 MONTHS? (PLEASE LIST TRANSACTIONS, RATHER THAN SIDES). IF YOU HAVE NOT HAD ANY TRANSACTIONS CLOSE WITHIN THE LAST 12 MONTHS, PLEASE CHECK "NONE".

Closed transactions _____ None

4. HOW MANY CURRENT MISSOURI LISTINGS DO YOU HAVE? HOW MANY BUYER AGENCY OR TENANT REPRESENTATION AGREEMENTS DO YOU CURRENTLY HAVE (DO NOT INCLUDE BROKERAGE SERVICE AGREEMENTS FROM CURRENT PENDING CONTRACTS/LEASES). IF YOU HAVE NO CURRENT BROKERAGE SERVICE AGREEMENTS, PLEASE CHECK "NONE".

Current listings agreements _____ # Current tenant representation agreements _____
 # Current buyer agency agreements _____ None (Complete questions 4a & 4b)
 # Current transaction brokerage agreements _____

4a. HAVE YOU ENTERED INTO ANY BROKERAGE SERVICE AGREEMENTS DURING THE LAST 12 MONTHS, WHICH ARE NO LONGER CURRENT (EXPIRED, CANCELLED, ETC.)?

Yes No

4b. HAVE YOU SHOWN ANY PROPERTIES TO A CLIENT OR CUSTOMER OR SUBMITTED ANY REFERRALS TO ANOTHER BROKER WITHIN THE LAST 12 MONTHS?

Yes No

5. HOW MANY LEASES HAVE YOU NEGOTIATED ON BEHALF OF A THIRD PARTY WITHIN THE LAST 12 MONTHS? PLEASE INCLUDE LEASES RELATED ONLY TO PROPERTIES **NOT** MANAGED BY YOUR BROKERAGE, AND INDICATE WHETHER THEY ARE RESIDENTIAL OR COMMERCIAL LEASES. PLEASE INSERT ZEROS IF YOU HAVE NOT NEGOTIATED ANY MISSOURI LEASES.

Commercial leases _____ # Residential leases _____

6. **PROPERTY MANAGEMENT** HAVE YOU MANAGED ANY PROPERTIES LOCATED IN MISSOURI IN THE LAST TWELVE MONTHS?

Yes No (Skip questions 6a, 6b & 6c)

6a. HOW MANY PROPERTIES/UNITS HAVE YOU MANAGED DURING THE LAST 12 MONTHS (INCLUDE ALL PROPERTIES LOCATED IN MISSOURI MANAGED FOR A THIRD PARTY DURING THE LAST 12 MONTHS, EVEN IF PROPERTIES ARE NO LONGER MANAGED).

Commercial properties managed _____ # Residential properties managed _____ Total # Units _____

6b. HOW MANY MANAGEMENT AGREEMENTS/LEASES DO YOU HAVE? SKIP THIS QUESTION IF YOU HAVE CONDUCTED NO PROPERTY MANAGEMENT IN THE LAST 12 MONTHS.

Total # management agreements _____ Total # leases managed _____

6c. DO YOU PERSONALLY OWN ANY OF THE MANAGED PROPERTIES?

Yes, how many _____ No N/A

PRINT BROKER/BROKERAGE NAME

LICENSE NUMBER SELECTED FOR AUDIT

PREFERRED TELEPHONE NUMBER

ALTERNATE TELEPHONE NUMBER

E-MAIL ADDRESS (OPTIONAL)

DATE

SIGNATURE

PLEASE NOTE ANY ADDITIONAL INFORMATION OR EXPLANATIONS ON THE BACK OF THIS FORM, IF NEEDED.