

LICENSE RENEWAL

All real estate broker and salesperson licenses, including corporations, partnerships, LLCs or LLPs, and sole proprietors must be renewed by the commission prescribed deadline prior to November 30th of each even-numbered year (e.g. 2014, 2016, etc.). Licenses which are not renewed prior to expiration automatically forfeit (unlicensed) on the following January 1 of the odd-numbered year (e.g. January 1, 2015, 2017, etc.).

Continuing Education

Prior to license renewal, a licensee shall provide the Commission with proof of having attended twenty (20) hours of Commission approved continuing education courses during the two-year period preceding the application for renewal. Failure to satisfy the continuing education requirement by the license expiration date will preclude the licensee from renewing the license on active status. Renewal applications will be processed as inactive status without notification. To reactivate a license which has been placed on an inactive status, the licensee shall submit proof of having satisfied the continuing education requirements, pay the appropriate fee for reactivation and submit a completed "Change Form - Real Estate."

Note: A salesperson licensee who is issued a license during an even-numbered year shall be deemed to have completed equivalent to the twenty (20) hours of continuing education and will be renewed on active status.

Continuing Education Equivalency

Hawaii-licensed real estate brokers and salespersons who hold a current, unencumbered real estate license in another state or jurisdiction recognized by the Association of Real Estate License Law Officials, intending to renew their Hawaii license on active status, may request a determination of equivalency for the elective course hours of the continuing education requirement. The continuing education equivalency shall be based on the successful completion of the continuing education requirements in the other state or jurisdiction prior to submission of the license renewal application. Approval of the continuing education equivalency shall be subject to the real estate licensee completing the commission-designated core course.

License Forfeiture

If the license is not renewed prior to December 31 of an even-numbered year (e.g. 2014, 2016, etc.) or failure to submit a renewal application or failure to pay renewal fees, the license shall be forfeited on January 1 of the subsequent odd-numbered year (e.g. 2015, 2017, etc.). If your check for your renewal fee is dishonored or unpaid, your license shall be forfeited on January 1, without further notice.

Restoration of Forfeited License

Effective April, 1, 2010, Act 11 was signed into law limiting the amount of time to five years in which a licensee has to restore a forfeited license. Aside from this new time limit, the current restoration procedures are still in effect.

- Within One Year of Forfeiture - The license of a broker or salesperson may be restored upon written application and payment of the required fees, penalties and required documents.
- More Than One Year But Less Than Four Years - The license may be restored upon written application, payment of the required fees and penalties, and completion of either one of the following three options:
 - 1) Complete at least thirty hours of elective CE; or
 - 2) successfully complete the precicensing course for the level of license forfeited; or
 - 3) pass the precicensing examination for the level of license forfeited.
- More Than Four Years But Less Than Five Years - Applicant must pass the precicensing examination for the level of license forfeited.

Pursuant to section 467-11(d), Hawaii Revised Statutes, the license of any individual licensed as a real estate broker or a real estate salesperson who fails to submit a completed restoration application of a forfeited license within five years from the date of forfeiture shall be automatically terminated. Once a license has been terminated pursuant to this section, the individual may apply for a new salesperson license pursuant to and subject to all applicable laws and rules in effect at the time of application. IF YOU CURRENTLY HOLD A BROKER'S LICENSE AND YOU FAIL TO APPLY FOR RESTORATION OF A FORFEITED LICENSE WITHIN FIVE YEARS FROM THE DATE OF FORFEITURE, YOUR LICENSE WILL BE TERMINATED AND YOU MUST START OVER AS A SALESPERSON.

A forfeited salesperson licensee may also elect to start over as a new applicant and relinquish any prior experience. A forfeited broker licensee may elect to start over as a new salesperson applicant and relinquish all prior experience.

REAL ESTATE COMMISSION MEETINGS

The Hawaii Real Estate Commission usually meets once a month to decide on licensing and registration application matters. Meetings are normally held on the fourth Friday of the month, however, they are subject to change and interested persons should contact the Commission office for details. An application will not be placed on the agenda if it is not "complete" and received with adequate time for processing. The meetings are open to the public.