



GOVERNOR
KIM REYNOLDS
LT. GOVERNOR
ADAM GREGG

IOWA DIVISION OF BANKING
PROFESSIONAL LICENSING & REGULATION
RONALD L. HANSEN
SUPERINTENDENT

REQUEST FOR AUTHORIZATION LETTER (WAIVER) TO TAKE THE EXAMINATIONS(S) BASED ON
LICENSURE IN ANOTHER JURISDICTION
193E Iowa Administrative Code § 5.3

I wish to become licensed as a salesperson in Iowa. I am requesting to take the Iowa portion of the
salesperson examination based on my salesperson or broker license in the following jurisdiction:
I understand my license cannot have been inactive or expired for more than six
months immediately preceding the date of passage of the examination.

California, Florida, New York, West Virginia, and Wisconsin licensees only:

I wish to become licensed as a salesperson in Iowa. I am requesting to take both the national portion
and Iowa portion of the salesperson examination based on my salesperson or broker license in the
following jurisdiction: I understand my license cannot have been inactive or
expired for more than six months immediately preceding the date of passage of the examinations.

I wish to become licensed as a broker in Iowa based on my broker's license in the following
jurisdiction: I acknowledge that I will be required to take both the Iowa portion and
the national portion of the broker examination. I have provided proof that my licensing history in the
aforementioned state reflects at least 24 months of active licensure and I understand that my license
cannot have been inactive or expired for more than six months immediately preceding the date of
passage of the examinations.

All requests must be accompanied by a Certification of Licensure (Letter of Good Standing) from your
jurisdiction OR your jurisdiction may submit the Certification of Licensure (Letter of Good Standing) to
the Iowa Real Estate Commission electronically.

Name and mailing address:

Four horizontal lines for entering name and mailing address.

Please e-mail the authorization letter (waiver) to me at:

Mail it to me at the above mailing address.

Note: Once completed you must save the PDF before submitting.