

Step 1 – Define Your Unique Licensee List Request

Please review the list below titled “License Types” in order to identify those professions available for this service. When you submit your list request we will need to know those professions that you are interested in. Also, please specify any unique requirements that you may have, i.e., only needing licensee information for those in a specific area such as city or county, OR those issued within a specific period of time, etc.

State of Utah Division of Real Estate License Types

Appraiser

- Appraiser School
- Certified General Appraiser
- Certified Residential Appraiser
- Expert Witness
- Licensed Appraiser
- Pre-licensing Appraiser Instructor
- Temporary Certified General Appraiser

Mortgage Lenders

- Associate Lending Manager
- Independent Mortgage Lender Agent
- Mortgage Continuing Education Instructor
- Mortgage Continuing Education Provider
- Mortgage Lender Agent
- Mortgage Lender Company
- Mortgage Lender Company DBA
- Mortgage Pre-License Instructor
- Mortgage Pre-License School
- Principal Lending Manager

Real Estate Agents/Companies

- Associate Broker
- Branch Broker
- Continuing Education Instructor
- Dual Broker
- Pre-Licensing Real Estate Instructor
- Principal Broker
- Property Management Principal Broker
- Real Estate Company
- Real Estate School
- Sales Agent

Step 2 – Pricing Information

Customized Division of Real Estate licensee lists are priced by record and include a minimum \$5.00 search fee. The \$5.00 search fee covers the first 200 records. If your list order exceeds 200 records, each additional record is \$.03. For example, if your list order contains 1,500 records, your list would cost approximately \$44.00.

200 = \$5.00

1,300 @ \$.03 = \$39.00

Total List Cost: \$44.00

Step 3 – Request Form

In order to purchase a licensee list you will need to complete the Real Estate List Request form with Utah dot gov, the state of Utah's official Internet site. (This form is with Utah dot gov, not with the Division of Real Estate). This form is attached to the end of this instructional list.

Step 4 – Obtaining Your Licensee List

Once we receive your Utah.gov Real Estate List Request Form, your unique licensee list will be e-mailed to you in Microsoft Excel format within 2 to 4 days and will include the Profession Name, License Type, License Number, Full Name, Issue Date, Expiration Date, Full Address, City, State, Zip Code, County, and phone number. If you have any additional questions, please contact Division of Real Estate at (801)530-6747 or Utah Interactive at (801) 983-0275. You can also email your questions to listmanager@utahinteractive.org.

Thank you.



30 E Broadway, Ste 300
 Salt Lake City, UT 84111
 (801) 983-0275 or (877) 9UT-EGOV
 FAX: (877)-860-7680
<http://www.utah.gov>
 Email: subscribe@utahinteractive.org

Real Estate Licensee List Order Form

The Utah.gov network is an Internet-based electronic portal designed to streamline access to government information. Utah.gov is managed for the State of Utah under contract by Utah Interactive, LLC. This Agreement is between you, the Purchaser, and Utah Interactive, LLC.

The fees for obtaining a Real Estate licensee list are \$5.00 for the first 200 records and .03 per record thereafter. Payment is required at the time the list is sent. There are restrictions on access to certain information and some records are restricted in use. You may be subject to penalties under law if you violate any of these restrictions.

If you have any questions regarding information contained within this Agreement, please contact Utah.gov at 1-877-9UT-EGOV (1-877-988-3468).

Address Organization Name: _____
 Contact / Admin Name: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____ Ext: _____ Fax: _____
 E-Mail Address: _____

Billing Address Organization Name: _____
 Contact / Admin Name: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____ Ext: _____ Fax: _____

Billing Options

Please Select Only One Option:

Charges will be debited to the account the same day the list is sent.

Credit Card

Auto Check Option

Visa MasterCard Discover AMEX

Bank Name: _____

Card #: _____

Routing #: _____

Exp. Date: _____

Account #: _____

Name on Card: _____

Name on Account: _____

Please indicate below the professions and license types you are interested in receiving.

All lists are e-mailed to the contact listed above in Excel Spreadsheet format unless otherwise specified.

CUSTOMER SIGNATURE – sign here

Signature

Date

Name (printed)

Title

By my signature I agree that:

If I am signing on behalf of an organization or company, I represent that I have authority to bind the organization or company to this Agreement.

I am authorized to make purchases using the above referenced credit card or bank account information.