



Nebraska Real Estate Commission

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Transfer Summary

To transfer a Nebraska real estate license, the Nebraska Real Estate Commission (NREC) requires most transfers to be completed through the Licensee Portal rather than paper submissions. A “transfer” generally means either changing brokers or changing your license status between active and inactive.

Transfer Types for:

Designated Broker	Associate Brokers	Salespersons
Self-Employed Broker to Broker Self-Employed Broker to Inactive Inactive Broker to Self-Employed Self-Employed Broker Probation to Active Probation to Active Inactive Probation to Inactive Group Transfers-From transfer tab in Portal	Broker to Broker Broker to Inactive Broker to Self-Employed Inactive Broker to Broker Probation to Active Suspension to Active Inactive Probation to Broker Inactive Probation to Inactive	Broker to Broker Inactive Salesperson to Active Probation to Active Suspension to Active Inactive Probation to Broker Inactive Probation to Inactive

When completing a license transfer in the Nebraska Real Estate Commission (NREC) Licensee Portal, the transfer options available are based on **your current license status** and the **status you are requesting**. The system is designed so licensees select the transfer type that matches their specific situation. For Example: If you are an **Inactive Salesperson** and want to become active under a broker, you would select “**Inactive Salesperson to Active.**”

If You Are Becoming a Self-Employed Broker

You generally must provide:

- Transfer Form Completed online & Submit Transfer Fee
- Consent to Examine Trust account Form or Trust Account Waiver.
- Designated broker education documentation (if supervising others).
- Approved Secretary of State business filings.
- Organizational documents (LLC, corporation, partnership resolutions, etc.).
- Additional requirements may apply depending on your business structure (sole proprietorship, LLC, corporation, partnership, etc.), See Business Options Section of our website.

If You Are a Salesperson or Associate Broker Moving to a New Brokerage

You generally must provide:

- Transfer Form Completed online & Submit Transfer Fee
 - Approval from the new employing broker.
 - Approval from the licensee.

*Whoever initiates the transfer will approve and the portal will route request to other for approval.
- Proof that continuing education requirements are current.
- Verification of E&O insurance coverage.

Basic Transfer Process

1. [Log into the NREC Licensee Portal](#)
2. Initiate the transfer process
3. Submit any supporting documentation based on your situation
4. Pay the applicable transfer fee (\$50 for license transfers).
5. Verify current Errors & Omissions (E&O) insurance coverage, if remaining active.
6. Ensure continuing education requirements are current or verified through the portal before the transfer is completed.

Forms and Resources

- [Transfer Checklist including Forms.](#)
- Transfer Form link is on your licensee portal
- Termination of Affiliation forms-For Designated Brokers located under the Transfer Tab
- [Entity registration and business-structure forms](#) can generally be submitted online through the Licensee Portal.

For the official transfer procedures page, see: [License Transfer.](#)