



# Mississippi Real Estate Commission

ADMINISTRATOR  
ROBERT E. PRAYTOR

LEFLEUR'S BLUFF TOWER, SUITE 300  
4780 I-55 NORTH, JACKSON, MS 39211

P.O. BOX 12685  
JACKSON, MS 39236

(601) 321-6970 – Office  
(601) 321-6955 - Fax

www.mrec.ms.gov

## IMPORTANT INFORMATION

### Notice of Fingerprint-Based Criminal History Records Check

**Effective July 1, 2016**, the Mississippi Real Estate Commission (MREC) requires that all applicants for a Mississippi real estate broker's license or a real estate salesperson's license, including nonresident licenses, and all applicants for renewal of any real estate license, shall undergo a fingerprint-based criminal history records check of the Mississippi central criminal database and the Federal Bureau of Investigation criminal history database.

Mississippi law, as amended by the Mississippi Legislature and effective July 1, 2016 (2016 Miss. Laws S.B. 2725), provides that, in order for an applicant to qualify for a Resident or a Non-Resident real estate broker's license or real estate salesperson's license, and for the renewal of any existing license, an applicant must have been cleared for licensure through an investigation which determined that the applicant does not possess a background which calls into question public trust and a verification that the prospective licensee is not guilty of or in violation of any statutory ground for denial of licensure (Miss. Code Ann. §73-35-21). (*See also*, Miss. Code Ann. §§73-35-7, 73-35-8). Provided all renewal fees, continuing education (CE) requirements and fingerprint cards (with fee) have been received by the MREC, the renewals for licensees who are otherwise in good standing will not be delayed pending the MREC's receipt of the results of the background check.

#### Submission of Fingerprints and Fees

- Enclosed with this Notice is a Fingerprint Card and Consent Form: In order to have your fingerprints affixed to the Fingerprint Card, you must take the card to a Law Enforcement Office that offers fingerprinting services for background checks. If you are unsure of the entity/location that offers fingerprinting services in your area, you should inquire at the local Police Department or Sheriff's Office.
- **PLEASE NOTE: You are responsible for the payment of any fees that may be required by the Law Enforcement Authority at the time your fingerprints are affixed to the Fingerprint Card.**
- A self-addressed envelope is enclosed which will allow you to return the completed Fingerprint Card, the Consent Form and a \$50.00 check/money order made payable to the MREC.
- **Please do not bend the Fingerprint Card.**

When received, the MREC will submit your completed Fingerprint Card to the Department of Public Safety Criminal Information Unit (CIU) to process the background check of the Mississippi and Federal databases.

Sincerely,

*Pat Bounds*

Administrative Assistant V  
(601) 321-6962



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## AUTHORIZATION TO RELEASE INFORMATION

NAME: \_\_\_\_\_ License #: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

RACE / SEX: \_\_\_\_\_ / \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

As evidenced by my witnessed signature below, I hereby authorize and consent to the release of a fingerprint based background check to:

**Mississippi Real Estate Commission  
4780 I-55 North; Suite 300  
Jackson, Mississippi 39211**

And, I request the inspection of **any and all criminal records information** in the possession of or accessible by the Mississippi Justice Information Center, including, but not limited to, any past history of a criminal offense(s) for which I may have been charged or convicted.

By giving the above-described release, I hereby waive any and all claims or liability for compliance which I may now have or may have in the future against the State of Mississippi, the Mississippi Real Estate Commission, the Mississippi Department of Public Safety and the Mississippi Justice Information Center, and any of these entities' employees and agents, against any and all future actions with reference to the release of the above-described information and the circumstances surrounding same.

**If the fingerprint card, this consent form and the applicable \$50.00 fee (in a separate check) is not submitted to the Mississippi Real Estate Commission by your renewal date, your license will automatically be placed on "inactive status" with the Commission. In addition to ceasing all real estate activity for which a license is required, you will be required to complete the license reactivation process which will require several days until a new license is issued.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness to Signature

\_\_\_\_\_  
Date