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|--|--|---|--|
| Regulatory Analysis Form | | This space for use by IRRC 9 JUN 78 AM 10 Harbison IRRC Number: 2048 | |
| (1) Agency Department of State, Bureau of Professional and Occupational Affairs, State Real Estate Commission | | | |
| (2) I.D. Number (Governor's Office Use) 16A-566 | | | |
| (3) Short Title Application Fees | | | |
| (4) PA Code Cite 49 Pa. Code §35.203 | | (5) Agency Contacts & Telephone Numbers Primary Contact: Judith Pachter Schulder, Counsel State Real Estate Commission (717)783-7200 Secondary Contact: Joyce McKeever, Deputy Chief Counsel, Department of State (717)783-7200 | |
| (6) Type of Rulemaking (check one) <input checked="" type="checkbox"/> Proposed Rulemaking <input type="checkbox"/> Final Order Adopting Regulation <input type="checkbox"/> Final, Proposed Omitted | | (7) Is a 120-Day Emergency Certification Attached? <input checked="" type="checkbox"/> No Yes: By the Attorney General Yes: By the Governor | |
| (8) Briefly explain the regulation in clear and nontechnical language. The regulation amends the fee schedule for the State Real Estate Commission to revise fees for review of qualifications for candidates for broker or cemetery broker licensing examination, application for licensure/registration and initial licensure/registration for broker, cemetery broker or rental listing referral agent, branch office, associate broker, salesperson, cemetery associate broker, builder-owner salesperson, time-share salesperson, campground membership (Continued on Page 9) | | | |
| (9) State the statutory authority for the regulation and any relevant state or federal court decisions. The regulatory amendments are adopted under Section 407(a) of the Real Estate Licensing and Registration Act, Act of February 19, 1980, P.L. 15, <u>as amended</u>, 63 P.S. §455.407(a). | | | |

Regulatory Analysis Form

(10) Is the regulation mandated by any federal or state law or court order, or federal regulation? If yes, cite the specific law, case or regulation, and any deadlines for action.

Yes. The Commission is required by statute to adopt regulations setting fees. See Item No. 9 for the specific law.

(11) Explain the compelling public interest that justifies the regulation. What is the problem it addresses?

The enabling statute of the Commission requires that the Commission set fees by regulation so that revenues meet or exceed expenditures over a biennial period. The operating expenses of the Commission are generally borne by the licensee population through biennial renewal revenue. Expenses related to services which are provided directly to individual licensees or applicants are excluded from general operating revenues so that only the licensee who uses a particular service pays for a service being provided to him or her. By this regulation, the cost of providing the service will be apportioned to users, rather than burdening the entire licensee population.

(12) State the public health, safety, environmental or general welfare risks associated with nonregulation.

Nonregulation could potentially adversely impact the fiscal integrity of the Commission. If left unregulated, the costs of providing these services would be borne by the general licensing population, some of whom did not or would not receive a benefit from the service.

(13) Describe who will benefit from the regulation. (Quantify the benefits as completely as possible and approximate the number of people who will benefit.)

The licensing population generally will benefit by having costs of services which are utilized by only a portion of the licensees or applicants paid by those actually using the service.

Regulatory Analysis Form

(14) Describe who will be adversely affected by the regulation. (Quantify the adverse effects as completely as possible and approximate the number of people who will be adversely affected.)

The Commission has identified no group of individuals or entities who will be adversely affected by the regulation. Applicants for services or licenses will be required to bear the up-to-date costs of providing the services involved.

(15) List the persons, groups or entities that will be required to comply with the regulation. (Approximate the number of people who will be required to comply.)

Applicants for licensure as a broker, cemetery broker, salesperson, real estate school, builder-owner salesperson, rental listing referral agent, branch office, associate broker, cemetery associate broker, time-share salesperson, campground membership salesperson; broker of record partner or officer for a partnership, association or corporation, and registration of cemetery companies and promotional real estate; change of name or location of real estate school broker, cemetery broker or rental listing referral agent; addition of course for real estate schools and certification of history of licensure will be required to pay the applicable fees. The Commission estimates that approximately 11,380 persons will avail themselves of one or more of the enumerated services in a two-year period.

(16) Describe the communications with and input from the public in the development and drafting of the regulation. List the persons and/or groups who were involved, if applicable.

These regulations do not place requirements on licensees concerning their conduct or compliance with state law regarding the performance of a licensing duty under licensing statutes. The regulation embodies the fees which capture the cost of providing the service an applicant or licensee requests. Therefore, the information requested in this item is not applicable.

(17) Provide a specific estimate of the costs and/or savings to the regulated community associated with compliance, including any legal, accounting or consulting procedures which may be required.

The Commission estimates that 11,380 persons will avail themselves of one or more of the enumerated services within a biennial period. Total aggregate additional cost for the regulated community for a biennial period would be approximately \$397,255.00. However, only those requesting the services will be affected. No legal, accounting or consulting procedures will be implicated in complying with the regulatory amendments.

Regulatory Analysis Form

(18) Provide a specific estimate of the costs and/or savings to local governments associated with compliance, including any legal, accounting or consulting procedures which may be required.

Local governments would not be affected by the regulation.

(19) Provide a specific estimate of the costs and/or savings to state government associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required.

The Commission will not incur an increase in administrative costs by implementing the regulation. Indeed, the regulatory amendments will permit the Commission to recoup the costs of providing the enumerated services.

Regulatory Analysis Form

(20) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years.

| | Current FY Year | FY +1 Year | FY +2 Year | FY +3 Year | FY +4 Year | FY +5 Year |
|-----------------------------|--------------------|---------------|---------------|---------------|---------------|---------------|
| SAVINGS: | \$ | \$ | \$ | \$ | \$ | \$ |
| Regulated | \$1306.25 | \$1306.25 | \$1306.25 | \$1306.25 | \$1306.25 | \$1306.25 |
| Local Government | | | | | | |
| State Government | | | | | | |
| Total Savings | | | | | | |
| COSTS: | | | | | | |
| Regulated | \$130.655 | \$130.655 | \$130.655 | \$130.655 | \$130.655 | \$130.655 |
| Local Government | | | | | | |
| State Government | | | | | | |
| Total Costs | | | | | | |
| REVENUE LOSSES: | | | | | | |
| Regulated | | | | | | |
| Local Government | | | | | | |
| State Government | | | | | | |
| Total Revenue Losses | | | | | | |

(20a) Explain how the cost estimates listed above were derived.

The cost estimates are based upon the following number of persons which the Commission estimates will avail themselves of the specified service over a fiscal year period (one-half biennium) multiplied by the savings or additional cost to the applicant for the service:

| | | | | | |
|--|---------|---|--------|---|----------|
| a) Review of Qualifications for Examination | \$15(c) | x | 210 | = | \$3,150 |
| b) Application for licensure of broker, cemetary broker or rental referral agent | \$20(c) | x | 242.5 | = | 4,850.00 |
| c) Application for branch office license | \$15(c) | x | 152 | = | 2,280.00 |
| d) Application for licensure of associate broker, salesperson, cemetary associate broker, builder-owner salesperson, time-share salesperson, campground membership salesperson, or broker of record, partner, or officer for a partnership, association or corporation | \$5(c) | x | 3816.5 | = | 9,082.50 |
| e) Application for licensure of cemetary salesperson | \$5(c) | x | 477 | = | 2,385.00 |
| f) Application for registration of cemetary company | \$5(c) | x | 5 | = | 25.00 |
| g) Initial licensure during renewal period if issued in first half | \$24(c) | x | 235 | = | 5640 |
| if issued in second half | \$12(c) | x | 235 | = | 2820 |

(Continued on Page 9)

Regulatory Analysis Form

(20b) Provide the past three year expenditure history for programs affected by the regulation.

| Program | FY -3 | FY -2 | FY -1 | Current FY |
|---------|-------|-------|-------|------------|
| N/A | | | | |
| | | | | |
| | | | | |
| | | | | |

(21) Using the cost-benefit information provided above, explain how the benefits of the regulation outweigh the adverse effects and costs.

The amendments to the existing regulations will assure that the costs of providing the specified services to certain applicants and licensees will be borne by individuals who receive the service.

(22) Describe the nonregulatory alternatives considered and the costs associated with those alternatives. Provide the reasons for their dismissal.

No nonregulatory alternatives were considered because the Commission's enabling statute requires the Commission to promulgate regulations to establish fees or changes thereto.

(23) Describe alternative regulatory schemes considered and the costs associated with those schemes. Provide the reasons for their dismissal.

See No. 22 above.

Regulatory Analysis Form

(24) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulation.

No federal licensure standards apply.

(25) How does this regulation compare with those of other states? Will the regulation put Pennsylvania at a competitive disadvantage with other states?

This question is not applicable to this regulation. Because the fees established by the regulation represent the Commission's actual costs in providing the services requested, it is not possible to compare the fees with those in other states.

(26) Will the regulation affect existing or proposed regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.

This regulation will have no effect on other regulations of the Commission or other state agencies.

(27) Will any public hearings or informational meetings be scheduled? Please provide the dates, times, and locations, if available.

The Commission reviews its regulatory proposals at regularly scheduled public meetings each month.

Regulatory Analysis Form

(28) Will the regulation change existing reporting, record keeping, or other paperwork requirements? Describe the changes and attach copies of forms or reports which will be required as a result of implementation, if available.

No changes to reporting, recordkeeping or other paperwork is required by this regulation.

(29) Please list any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, elderly, small businesses, and farmers.

The Commission has perceived no special needs of any subset of its applicants or licensees for whom special accommodations should be made.

(30) What is the anticipated effective date of the regulation; the date by which compliance with the regulation will be required; and the date by which any required permits, licenses or other approvals must be obtained?

The regulation will be effective upon publication in the Pennsylvania Bulletin as final rulemaking.

(31) Provide the schedule for continual review of the regulation.

The Commission reviews its revenues and costs of its programs on a fiscal year and biennial basis.

(Continued from Page 1)

salesperson or broker of record, partner or officer for a partnership, association or corporations, cemetery salesperson and cemetery company; promotional real estate; approval of real estate school; change of name or office location of broker, cemetery broker or rental listing referral agent; change of ownership or directorship of real estate school; change of name or location of real estate school, addition of real estate course and certification of history of licensure, registration or approval. The fees, established in 1980 and 1992, no longer reflect the cost of providing the enumerated services. New fees are proposed for reinspections of real estate offices and schools.

(Continued from Page 5)

| | | | | | |
|---|----------|---|-------|---|-----------|
| h) Initial licensure during renewal period-asst. broker, etc. if issued in first half | \$24(c) | x | 2035 | = | 48,840 |
| if issued in second half | \$12(c) | x | 2035 | = | 24,420 |
| i) Registration of promotional real estate | \$130(s) | x | 7.5 | = | 975 |
| j) Application for licensure as a real estate school | \$102.50 | x | 2.5 | = | 256.25 |
| k) Reinspection fee-New or relocated real estate school | \$65(c) | x | 2.5 | = | 162.50 |
| l) Change of name or office location of broker, cemetery broker or rental listing agent | \$20(c) | x | 750 | = | 15,000.00 |
| m) Reinspection fee for change of name or office location of broker, cemetery broker or rental listing referral agent | \$55(c) | x | 5 | = | 275.00 |
| n) Change of ownership of Real Estate School | \$35(c) | x | 1 | = | 35.00 |
| o) Change of name-Real Estate School | \$30(s) | x | 1.5 | = | 45.00 |
| p) Change of location-Real Estate School | \$20(s) | x | 1.5 | = | 30.00 |
| q) Addition of course for Real Estate School | \$5(c) | x | 113 | = | 565.00 |
| r) Certification of Licensure | \$10(c) | x | 112.5 | = | 1,125.00 |

FACE SHEET
FOR FILING DOCUMENTS
WITH THE LEGISLATIVE REFERENCE BUREAU

(Pursuant to Commonwealth Documents Law)

90 JUL 03 10:10

DO NOT WRITE IN THIS SPACE

TT 2048

Copy below is hereby approved as to form and legality. Attorney General

Copy below is hereby certified to be a true and correct copy of a document issued, prescribed or promulgated by:

Copy below is approved as to form and legality. Executive or Independent Agencies.

(DEPUTY ATTORNEY GENERAL)

State Real Estate Commission
(AGENCY)

JUL 15 1999

DATE OF APPROVAL

DOCUMENT/FISCAL NOTE NO. 16A-566

DATE OF ADOPTION:

6/1/99

DATE OF APPROVAL

BY:

Rita Halverson

(Deputy General Counsel
(Chief Counsel,
Independent Agency
(Strike inapplicable
title)

TITLE: Chairperson

(EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)

[] Check if applicable
Copy not approved.
Objections attached.

[] Check if
applicable. No Attorney
General approval or
objection within 30 day
after submission.

PROPOSED RULEMAKING

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS
STATE REAL ESTATE COMMISSION
49 Pa. Code, Chapter 35
Application Fees

The State Real Estate Commission (Commission) proposes to amend its regulation at 49 Pa. Code §35.203 by revising certain application fees as set forth in Annex A.

A. Effective date

The amendments will be effective upon publication of the final form regulation in the Pennsylvania Bulletin.

B. Statutory Authority

The amendments are authorized under Section 407(a) of the Real Estate Licensing and Registration Act (Act), Act of February 19, 1980, P.L. 15, as amended, 63 P.S. §455.407(a).

C. Background and Purpose

The Act requires the Commission to set fees by regulation so that revenues meet or exceed expenditures over a biennial period. General operating expenses of the Commission are funded through biennial license renewal fees. Expenses related to applications or services which are provided directly to individual licensees or applicants are excluded from general operating revenues and are funded through fees in which the cost of providing the service forms the basis for the fee.

In a recent systems audit of the operations of the Commission within the Bureau of Professional and Occupational Affairs, the fees for services to licensees and applicants were analyzed to determine if the fees reflected the actual cost of providing the services. Actual cost calculations are based upon the following formula:

$$\begin{array}{r} \text{number of minutes to perform the function} \\ \times \\ \text{pay rate for the classification of personnel performing the function} \\ + \\ \text{a proportionate share of administrative overhead.} \end{array}$$

The analysis determined that the fees for the listed services do not accurately reflect the actual cost of providing those services. The costs for the following services exceeds the fees charged for the services: review of qualifications for licensing examination, applications for licensure and registration, initial licensure and registration, reapplication following a first examination failure; reapplication following subsequent examination failure; certification of examination scores and experience; and, fictitious and corporate name

registration. The application fees for initial approval of a real estate school, change and location of a real estate school, and registration of promotional property exceeded the actual cost of providing the service. Most of the fees have not been revised since August, 1992, while fees for the approval of real estate schools, certification of licensure history and registration of promotional property were adopted in March, 1986. No fee is in place for reinspection of real estate offices and schools after failures of an initial inspection.

In this proposal, fees for the services identified would be adjusted to allocate costs to those who use the service or make application. The Commission would continue to apportion enforcement and operating costs to the general licensing population by means of its license renewal fee through the biennial reconciliation of revenue and expenditures.

D. Description of Proposed Amendments

The following table outlines the affected application fees and proposed changes:

| <u>Application/Service</u> | <u>Current Fee</u> | <u>Proposed Fee</u> |
|---|--------------------|---------------------|
| Review of qualifications of candidate for broker or cemetery broker licensing examination | 25.00 | 40.00 |
| Application for licensure of: | | |
| (i) Broker, cemetery broker or rental listing referral agent | 55.00 | 75.00 |
| (ii) Branch office | 50.00 | 65.00 |
| (iii) Associate broker, salesperson, cemetery associate broker, builder-owner salesperson, time-share salesperson, campground membership salesperson, or broker of record, partner or officer for a partnership, association or corporation | 20.00 | 25.00 |
| (iv) Cemetery salesperson | 15.00 | 20.00 |
| Application for registration of cemetery company | 20.00 | 25.00 |

Initial licensure for broker, cemetery broker,
 branch office, rental listing referral agent,
 or broker of record, partner or officer for
 a partnership, association or corporation:

| | | | |
|------|---|-------|---------------------------------|
| (i) | If issued in first half of biennial period | 60.00 | 100% of biennial renewal fee |
| (ii) | If issued in second half of biennial period | 30.00 | 50% of biennial renewal fee |

Initial registration for cemetery company or initial
 licensure for associate broker, salesperson, cemetery
 associate broker, cemetery salesperson, builder-owner
 salesperson, time-share salesperson or campground
 membership salesperson:

| | | | |
|------|---|-------|---------------------------------|
| (i) | If issued in first half of biennial period | 40.00 | 100% of biennial renewal fee |
| (ii) | If issued in second half of biennial period | 20.00 | 50% of biennial renewal fee |

...

| | | |
|---|--------|--------|
| Registration of promotional real estate | 250.00 | 120.00 |
|---|--------|--------|

...

| | | |
|---|--------|--------|
| Approval of real estate school | 325.00 | 120.00 |
| Reinspection of real estate school after first failure | 0 | 65.00 |

| | | |
|--|-------|-------|
| Change of name or office location of broker, cemetery broker or rental listing referral agent | 55.00 | 75.00 |
|--|-------|-------|

| | | |
|--|---|-------|
| Reinspection after failure for change of name or office location of broker, cemetery broker or rental listing referral agent | 0 | 55.00 |
|--|---|-------|

...

| | | |
|--|-------|-------|
| Change of ownership or directorship of real estate school | 40.00 | 75.00 |
| Change of name of real estate school | 90.00 | 60.00 |
| Change of location of real estate school | 90.00 | 70.00 |
| Addition of course for real estate school | 20.00 | 25.00 |
| ... | | |
| Certification of history of licensure, registration or approval | 30.00 | 40.00 |

E. Compliance with Executive Order 1996-1

In accordance with the requirements of Executive Order 1996-1 (February 6, 1996), in drafting and promulgating the regulation the Commission considered the least restrictive alternative to regulate costs for services requested by licensees and applicants.

F. Fiscal Impact and Paperwork Requirements

The proposed amendments will have no adverse fiscal impact on the Commonwealth or its political subdivisions. The fees will have a modest fiscal impact on those members of the private sector who apply for services from the Commission. The amendments will impose no additional paperwork requirements upon the Commonwealth, political subdivisions or the private sector.

G. Sunset Date

The Commission continuously monitors the cost effectiveness of its regulations. Therefore, no sunset date has been assigned.

H. Regulatory Review

Pursuant to Section 5(a) of the Regulatory Review Act, the Act of June 30, 1989 (P.L. 73, No. 19), as amended, 71 P.S. §745.5(a), the Commission submitted a copy of this proposed regulation on July 28, 1999, to the Independent Regulatory Review Commission (IRRC) and the Chairmen of the House Professional Licensure Committee and the Senate Consumer Protection and Professional Licensure Committee. In addition

to submitting the regulation, the Commission has provided IRRC and the Committees with a copy of a detailed regulatory analysis form prepared by the Commission in compliance with Executive Order 1996-1, "Regulatory Review and Promulgation." A copy of this material is available to the public upon request.

If IRRC has any objections to any portion of the proposed regulation, it will notify the agency within ten days after the expiration of the Committee review period. Such notification shall specify the regulatory review criteria which have not been met by that portion. The Act specifies detailed procedures for review, prior to final publication of the regulation, by the agency, the General Assembly and the Governor of objections raised.

I. Public Comment

Interested persons are invited to submit written comments, suggestions or objections regarding the proposed amendments to Deborah A. Sopko, Administrative Assistant, State Real Estate Commission, P. O. Box 2649, Harrisburg, PA 17105-2649, within 30 days of publication of this proposed rulemaking. Please reference No. 16A-566 (Application Fees), when submitting comments.

ANNEX A

**TITLE 49. PROFESSIONAL AND VOCATIONAL STANDARDS
PART I. DEPARTMENT OF STATE
SUBPART A. PROFESSIONAL AND OCCUPATIONAL AFFAIRS
CHAPTER 35. STATE REAL ESTATE COMMISSION**

APPLICATION FEES

§35.203. Fees.

The following fees are charged by the Commission:

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| | | |
|--|---------|---|
| Review of qualifications of candidate for broker or cemetery broker licensing examination | [25.00] | <u>40.00</u> |
| Application for licensure of: | | |
| (i) Broker, cemetery broker or rental listing referral agent | [55.00] | <u>75.00</u> |
| (ii) Branch office | [50.00] | <u>65.00</u> |
| (iii) Associate broker, salesperson, cemetery associate broker, builder-owner salesperson, time-share salesperson, camp- ground membership salesperson, or broker of record, partner or officer for a partnership, association or corporation | [20.00] | <u>25.00</u> |
| (iv) Cemetery salesperson | [15.00] | <u>20.00</u> |
| Application for registration of cemetery company | [20.00] | <u>25.00</u> |
| Initial licensure for broker, cemetery broker, branch office, rental listing referral agent, or broker of record, partner or officer for a partnership, association or corporation: | | |
| (i) If issued in first half of biennial period | [60.00] | <u>100% of biennial renewal fee</u> |

| | | | |
|--|---|----------|-------------------------------------|
| (ii) | If issued in second half of biennial period | [30.00] | <u>50% of biennial renewal fee</u> |
| Initial registration for cemetery company or initial licensure for associate broker, salesperson, cemetery associate broker, cemetery salesperson, builder-owner salesperson, time-share salesperson or campground membership salesperson: | | | |
| (i) | If issued in first half of biennial period | [40.00] | <u>100% of biennial renewal fee</u> |
| (ii) | If issued in second half of biennial period | [20.00] | <u>50% of biennial renewal fee</u> |
| ... | | | |
| | Registration of promotional real estate | [250.00] | <u>120.00</u> |
| ... | | | |
| | Approval of real estate school | [325.00] | <u>120.00</u> |
| | <u>Reinspection of real estate school after first failure</u> | | <u>65.00</u> |
| | Change of name or office location of broker, cemetery broker or rental listing referral agent | [55.00] | <u>75.00</u> |
| | <u>Reinspection after failure for change of name or office location of broker, cemetery broker or rental listing referral agent</u> | | <u>55.00</u> |
| ... | | | |
| | Change of ownership or directorship of real estate school | [40.00] | <u>75.00</u> |
| | Change of name [or location] of real estate school | [90.00] | <u>60.00</u> |
| | <u>Change of location of real estate school</u> | | <u>70.00</u> |
| | Addition of satellite location [course] or instructor for real estate school | | 20.00 |

Addition of course for real estate school 25.00

...

Certification of history of licensure, registration or approval [30.00] 40.00

FEE REPORT FORM

Agency: State - BPOA

Date: February 24, 1999

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial Certification Fee for All Classes Subject to Biennial Renewal:

100% of the appropriate biennial renewal fee if certified in 1st half of biennial cycle (6/1/even year through 5/31/odd year) or ½ of biennial renewal fee if certified in 2nd half of biennial cycle (6/1/odd year through 5/31/even year).

This fee would apply to the following classes of license, all of whom are subject to biennial renewal: Broker/Cemetery Broker/ Branch Office/Rental Referral Agent/Broker of Record, Partner or Officer for a Partnership/Associate or Corp. Cemetery Co/Associate Broker/Cemetery Salesperson/Salesperson/Builder-Owner Salesperson/Campground Membership Salesperson/Timeshare Salesperson/Rental Listing Referral Agent.

Estimated Biennial Revenue: \$449,940 (470 applications x \$84 plus 470 applications x \$42 for broker level classes and 4,070 applications x \$64 plus 4,070 applications x \$32 for sales level classes at current biennial fees.)

Fee Description:

The fee will be charged to any applicant certified as noted above.

Fee Objective:

The fee should defray a portion of the operational costs incurred by the State Real Estate Commission for the time period between the issuance of the initial certification and the first renewal cycle, thereby causing newly-certified registrants to contribute to the operational costs of the Board.

Analysis, Comment, and Recommendation:

It is recommended that initial certification fees as noted above be established for the State Real Estate Commission.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Review Qualifications for Examination-Broker or Cemetery Broker: \$40.00

Estimated Biennial Revenue: \$16,800.00 (420 applications x \$40.00)

Fee Description:

The fee will be charged to every person who applies to take the Broker or Cemetery Broker licensing examination.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review the qualifications and determine eligibility for the examination and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | |
|---|--------------|
| Clerical staff-process application: (1.00 hr) | 23.19 |
| Board Administrator - avg. time (.02 hr) | .50 |
| Board Member Review- averaged cost | 1.35 |
| Administrative Overhead: | <u>13.56</u> |
| Total Estimated Cost: | \$38.60 |
| Proposed Fee: | \$40.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$40.00 be established for processing an application to sit for the Broker or Cemetery Broker licensing examination.

Page 2 Review Qualifications for Exam-Broker or Cemetery Broker:

Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents. If requirements are met, applicant is authorized to schedule examination with professional testing agency.

Some applications require further review by the board administrator or a board member for technical review of experience and because of responses provided to questions on the application. The cost of this additional review has been averaged over the total number of applications anticipated in a biennial cycle.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial License App. - Broker, Cemetery Broker or Rental Referral Agent: \$75.00

Estimated Biennial Revenue: \$36,375.00 (485 applications x \$75.00)

Fee Description:

The fee will be charged to every person who applies for licensure as a Real Estate Broker, Cemetery Broker or Rental Referral Agent.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review the qualifications and determine eligibility for licensure and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|-------------------------------------|-----------------------|--------------|
| Clerical staff-process application: | (1.00 hr) | 23.19 |
| Board Administrator - avg. time | (.02 hr) | .50 |
| BEI - Inspection Office | (1.17 hr) | 35.33 |
| Board Member Review- averaged cost | | .01 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$72.59 |
| | Proposed Fee: | \$75.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$75.00 be established for processing an application for licensure as a Real Estate Broker, Cemetery Broker or Rental Referral Agent.

Page 2 :

Date: 02/24/99

Initial License Application-Broker, Cemetery Broker or Rental Referral Agent

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents. Prepares and sends inspection request to Bureau of Enforcement and Investigation (BEI) to determine compliance with regulations. BEI conducts inspection, forwards report to board office who issues license through computer if requirements are met or sends discrepancy notice.

Some applications require further review by the board administrator or a board member for technical review of experience and because of responses provided to questions on the application. The cost of this additional review has been averaged over the total number of applications anticipated in a biennial cycle.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial License App. - Real Estate Broker Branch Office: \$65.00

Estimated Biennial Revenue: \$19,760.00 (304 applications x \$65.00)

Fee Description:

The fee will be charged to every person who applies for a Real Estate Broker Branch Office license.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process an application for a Real Estate Broker Branch Office license and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | |
|--|----------------|
| Clerical staff-process application: (.66 hr) | 15.31 |
| BEI - Inspection Office (1.17 hr) | 35.33 |
| Administrative Overhead: | <u>13.56</u> |
| Total Estimated Cost: | \$64.20 |
| Proposed Fee: | \$65.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$65.00 be established for processing an application for a Real Estate Broker Branch Office license.

Page 2 : Application for Real Estate Broker Branch Office license Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents. Prepares and sends inspection request to Bureau of Enforcement and Investigation (BEI) to determine compliance with regulations. BEI conducts inspection, forwards report to board office who issues license through computer if requirements are met or sends discrepancy notice.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial License App. - Real Estate Salesperson, Associate Broker, Broker of Record or Partner, Campground Membership Salesperson, Timeshare Salesperson, Builder-Owner Salesperson, Rental Listing Referral Agent: \$25.00

Estimated Biennial Revenue: \$190,825.00 (7,633 applications x \$25.00)

Fee Description:

The fee will be charged to every person who applies for licensure as a Real Estate Salesperson, Associate Broker, Broker of Record or Partner, Campground Membership Salesperson, Timeshare Salesperson, Builder-Owner Salesperson, Rental Listing Referral Agent.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review the qualifications and determine eligibility for licensure and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | |
|--|--------------|
| Clerical staff-process application: (.50 hr) | 10.15 |
| Board Administrator - avg. time (.02 hr) | .50 |
| Board Member Review- averaged cost | .27 |
| Administrative Overhead: | <u>13.56</u> |
| Total Estimated Cost: | \$24.48 |
| Proposed Fee: | \$25.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$25.00 be established for processing an application for licensure as a Real Estate Salesperson, Associate Broker, Broker of Record or Partner, Campground Membership Salesperson, Timeshare Salesperson, Builder-Owner Salesperson, Rental Listing Referral Agent.

Page 2 :

Date: 02/24/99

**Real Estate Salesperson, Associate Broker, Broker of Record or Partner,
Campground Membership Salesperson, Timeshare Salesperson, Builder-Owner
Salesperson, Rental Listing Referral Agent.**

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information. Issues license through computer if requirements are met or sends discrepancy notice.

Some applications require further review by the board administrator or a board member for additional review due to responses provided to questions on the application. The cost of this additional review has been averaged over the total number of applications anticipated in a biennial cycle.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial License App. -Cemetery Salesperson: \$20.00

Estimated Biennial Revenue: \$19,080.00 (954 applications x \$20.00)

Fee Description:

The fee will be charged to every person who applies for licensure as a Cemetery Salesperson

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review the qualifications and determine eligibility for licensure and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | |
|---|-------------------------------|
| Clerical staff-process application: (.25 hr) | 5.08 |
| Board Administrator - avg. time (.02 hr) | .50 |
| Board Member Review- averaged cost | .08 |
| Administrative Overhead: | <u>13.56</u> |
| | Total Estimated Cost: \$19.22 |
| | Proposed Fee: \$20.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$20.00 be established for processing an application for licensure as a Cemetery Salesperson.

Page 2 : Initial License App- Cemetery Salesperson Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information. Issues license through computer if requirements are met or sends discrepancy notice.

Some applications require further review by the board administrator or a board member for additional review due to responses provided to questions on the application. The cost of this additional review has been averaged over the total number of applications anticipated in a biennial cycle.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial Registration Application - Cemetery: \$25.00

Estimated Biennial Revenue: \$250.00 (10 applications x \$25.00)

Fee Description:

The fee will be charged to every organization who applies for a Cemetery registration.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process an application for Cemetery registration and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

Clerical staff-process application: (.33 hr) 7.65
Administrative Overhead: 13.56

Total Estimated Cost: \$21.21

Proposed Fee: \$25.00

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$25.00 be established for processing an application for Cemetery registration.

Page 2 : Initial Registration Application - Cemetery Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, issues registration through computer if requirements are met or sends discrepancy notice.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

| | | |
|---------------------------------------|------------|------------------------------|
| Registration of Promotional Property: | | \$120.00 |
| Estimated Biennial Revenue: | \$1,800.00 | (15 applications x \$120.00) |

Fee Description:

The fee will be charged to every application for registration of promotional property.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process an application for registration of promotional property and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | |
|------------------------------------|--------------|
| Board Administrator - (.50 hr) | 15.10 |
| Board Member Review- averaged cost | 77.20 |
| Average Cost - postage | 15.00 |
| Administrative Overhead: | <u>13.56</u> |
| Total Estimated Cost: | \$ 120.86 |
| Proposed Fee: | \$120.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$120.00 be established for processing an application for Registration of Promotional Property.

Page 2 : Registration of Promotional Property

Date: 02/24/99

Board Administrator receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, forwards to Commission member for compliance review, Commission member evaluates and returns all documents to administrator. Administrator issues registration if in compliance or letter citing discrepancy. The cost of postage for mailing to and returning from Commission member has been averaged as actual costs vary depending on volume of supporting documentation.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Initial License Application -Private Real Estate School: \$120.00

Estimated Biennial Revenue: \$600.00 (5 applications x \$120.00)

Fee Description:

The fee will be charged to every request for licensure as a Private Real Estate School.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process a request for licensure and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|---|-----------------------|--------------|
| Clerical staff-prepare application: | (1.50 hr) | 30.46 |
| Board Administrator - process application | (.25 hr) | 7.55 |
| BEI - Inspection Facilities | (1.50 hr) | 45.30 |
| Board Review - avg. cost to evaluate | | 21.87 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$118.74 |
| | Proposed Fee: | \$120.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$120.00 be established for processing an application for licensure as a Private Real Estate School.

Page 2 : Initial License Application -Private Real Estate School Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, sends inspection request to Bureau of Enforcement and Investigation (BEI) to determine compliance with regulations. BEI conducts inspection, sends report to board administrator for inclusion with submission of application to Education Committee for review of qualifications and recommendation to full board, board discusses and votes to approve or deny request; license is issued if approved or a discrepancy notice is sent to applicant.

FEE REPORT FORM

Agency: State - BPOA Date: 02/24/99
Contact: C. Michael Weaver
Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Re-inspection Fee-New or Relocated Private Real Estate School: \$65.00
Estimated Biennial Revenue: \$ 325.00 (5 applications x \$65.00)

Fee Description:

The fee will be charged for each inspection required to determine compliance for new or relocated Private Real Estate School after 1st failure.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to perform a re-inspection of a new or relocated Private Real Estate School and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|----------------------------------|-----------------------|--------------|
| Board Staff- process application | (0.25/hr) | 5.08 |
| BEI- inspect facilities | (1.50/hr) | 45.30 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$63.94 |
| | Proposed Fee: | \$65.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$65.00 be established to re-inspect facilities for new or relocated Private Real Estate School after 1st failure.

In circumstances where facility requirements are not met at initial inspection for new or relocated school as noted above, Bur. of Enforcement & Investigation advises board staff of reason(s) for failure at on-site inspection. Staff sends discrepancy letter to applicant informing them of deficiencies to be corrected. Applicant notifies board office when deficiencies have been corrected; board office prepares re-inspection report form and passes on to BEI for follow up inspection. After inspection is completed the results are sent to board office who issues license through computer if in compliance. If requirements are not met another discrepancy notice is mailed to applicant and the process begins again.

FEE REPORT FORM

Agency: State - BPOA Date: 02/24/99
Contact: C. Michael Weaver
Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Business Change - Inspection Required: \$75.00
Estimated Biennial Revenue: \$112,500.00 (1,500 applications x \$75.00)

Fee Description:

The fee will be charged to each applicant who requests a change to an existing license due to relocation, remodeling, name or some other change that requires an inspection to determine compliance.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review and process a business change application when an inspection is required and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|--|-----------|--------------|
| Board Staff - prepare and process application: | (1.00 hr) | 23.19 |
| BEI - inspect facilities | (1.17 hr) | 35.33 |
| Administrative Overhead: | | <u>13.56</u> |

| | |
|-----------------------|---------|
| Total Estimated Cost: | \$72.08 |
| Proposed Fee: | \$75.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$75.00 be established to process a business change application when an inspection is required.

Staff receives application, reviews for completeness, contacts applicant to request any missing information, prepares inspection report form and passes to BEI to confirm compliance. BEI verifies that regulations are met, sends inspection results to board office, staff updates computer information and issues license with new address or issues discrepancy notice.

FEE REPORT FORM

Agency: State - BPOA Date: 02/24/99
Contact: C. Michael Weaver
Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Re-inspection Fee-Broker/Cemetery Broker or Rental Referral Agent: \$55.00
Estimated Biennial Revenue: \$ 550.00 (10 applications x \$55.00)

Fee Description:

The fee will be charged for each inspection required to determine compliance for new or relocated Broker/Cemetery Broker/Rental Referral Agent offices after 1st failure.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to perform a re-inspection of a new or relocated Broker/Cemetery Broker or Rental Referral Agent office and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|-------------------------------------|-----------|--------------|
| Board Staff - process paperwork: | (0.25 hr) | 5.80 |
| BEI-Inspection - inspect facilities | (1.17/hr) | 35.33 |
| Administrative Overhead: | | <u>13.56</u> |

Total Estimated Cost: \$54.69

Proposed Fee: \$55.00

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$55.00 be established to re-inspect facilities for new or relocated Broker/Cemetery Broker or Rental Referral Agent offices after 1st failure.

In circumstances where facility requirements are not met at initial inspection for new or relocated businesses as noted above, Bur. of Enforcement & Investigation advises board staff of reason(s) for failure at on-site inspection. Staff sends discrepancy letter to applicant informing them of deficiencies to be corrected. Applicant notifies board office when deficiencies have been corrected; board office prepares re-inspection report form and passes on to BEI for follow up inspection. After inspection is completed the results are sent to board office who issues license through computer if in compliance. If requirements are not met another discrepancy notice is mailed to applicant and the process begins again.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

| | |
|--|-------------------------------------|
| Ownership Change-Private Real Estate School: | \$75.00 |
| Estimated Biennial Revenue: | \$150.00 (2 applications x \$75.00) |

Fee Description:

The fee will be charged to every request for a change of ownership for a licensed Private Real Estate School.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process a request for change of ownership and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|---|------------------------------|-----------------|
| Clerical staff-prepare application: | (1.50 hr) | 30.46 |
| Board Administrator - process application | (.25 hr) | 7.55 |
| Board Meeting - avg. cost | | 19.87 |
| Administrative Overhead: | | <u>3.56</u> |
| | Total Estimated Cost: | \$ 71.44 |
| | Proposed Fee: | \$ 75.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$75.00 be established for processing an ownership change application for a Private Real Estate School.

Page 2 :Ownership Change Application -Private Real Estate School

Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, board administrator prepares for board agenda, board discusses and votes to approve or deny request; change document issued if approved or a discrepancy notice is sent to applicant.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

| | |
|---|----------------------------|
| Name Change-Private Real Estate School: | \$60.00 |
| Estimated Biennial Revenue: | \$180.00 |
| | (3 applications x \$60.00) |

Fee Description:

The fee will be charged to every request for name change of a Private Real Estate School.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process a request for name change and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|---|------------------------------|----------------|
| Clerical staff-prepare application: | (.25 hr) | 5.08 |
| Board Administrator - process application | (.08 hr) | 2.52 |
| Board Meeting Average Cost | | 39.67 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$60.83 |
| | Proposed Fee: | \$60.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$60.00 be established for processing a name change application for a Private Real Estate School.

Page 2 :Name Change Application -Private Real Estate School Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, board administrator prepares for board agenda, board discusses and votes to approve or deny request; change document issued if approved or a discrepancy notice is sent to applicant.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

Location Change Application -Private Real Estate School: \$70.00

Estimated Biennial Revenue: \$210.00 (3 applications x \$70.00)

Fee Description:

The fee will be charged to every request for approval of a change of location of a licensed Private Real Estate School.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process a request for change of location approval and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|---|-----------------------|--------------|
| Clerical staff-prepare application: | (.25 hr) | 5.08 |
| Board Administrator - process application | (.08 hr) | 2.52 |
| BEI - Inspection Facilities | (1.50 hr) | 45.30 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$66.46 |
| | Proposed Fee: | \$70.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$70.00 be established for processing an application for change of location of a licensed Private Real Estate School.

Page 2 : Location Change-Private Real Estate School

Date: 02/24/99

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, sends inspection request to Bureau of Enforcement and Investigation (BEI) to determine compliance with regulations. BEI conducts inspection, sends report to board administrator for evaluation; license is issued for new location if approved or a discrepancy notice is sent.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

| | |
|---|---|
| Application to Approve Course of Instruction: | \$25.00 |
| Estimated Biennial Revenue: | \$5,650.00 (226 applications x \$25.00) |

Fee Description:

The fee will be charged to every request to approve a Real Estate Course.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to process a request to approve a Real Estate Course and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|-------------------------------------|-----------------------|--------------|
| Clerical staff-prepare application: | (.17 hr) | 3.87 |
| Board Committee - average cost | | 4.83 |
| Administrative Overhead: | | <u>13.56</u> |
| | Total Estimated Cost: | \$ 22.26 |
| | Proposed Fee: | \$ 25.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$25.00 be established to process a request for approval of a Real Estate Course.

Board Staff: Receives application, reviews for completeness and contacts applicant to obtain any missing information and/or documents, sends to Committee for review of content, issues authorization if requirements are met or letter of discrepancy if unmet.

FEE REPORT FORM

Agency: State - BPOA

Date: 02/24/99

Contact: C. Michael Weaver

Phone No. 783-7194

Fee Title, Rate and Estimated Collections:

| | |
|-----------------------------------|---|
| Certification of License History: | \$40.00 |
| Estimated Biennial Revenue: | \$9,000.00 (225 certifications x \$40.00) |

Fee Description:

The fee will be charged to every applicant who requests certification of license history.

Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Real Estate Commission to review and process a request for certification and (2) defray a portion of the Board's administrative overhead.

Fee-Related Activities and Costs:

| | | |
|---|-----------------------|-------------|
| Staff time- process request for certification | (1.25 hr) | 28.99 |
| Bureau Average Administrative Overhead: | | <u>9.76</u> |
| | Total Estimated Cost: | \$38.75 |
| | Proposed Fee: | \$40.00 |

Analysis, Comment, and Recommendation:

It is recommended that a fee of \$40.00 be established for certification of license history.

Page 2 Certification of License History February 24, 1999

Board Staff: Reviews request for certification; researches computer and microfilm files to retrieve pertinent information, transfers that information onto document submitted by requester, affixes Bureau seal onto documents, forwards as instructed by applicant.



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS
STATE REAL ESTATE COMMISSION

(717) 783-3658

116 PINE STREET
P. O. BOX 2649
HARRISBURG, PA
17105-2649

July 28, 1999

The Honorable John R. McGinley, Chairman
Independent Regulatory Review Commission
14th Floor, Harrisstown 2
333 Market Street
Harrisburg, PA 17101

RE: Proposed Regulation
State Real Estate Commission
Application Fees: 16A-566

Dear Chairman McGinley:

Enclosed is a copy of a proposed rulemaking package of the State Real Estate Commission pertaining to application fees.

The Commission will be pleased to provide whatever information your Committee may require during the course of its review of the rulemaking.

Sincerely,


Rita Halverson, Chairperson
State Real Estate Commission

RH:JPS:apm
Enclosures

cc: Hon. Kim Pizzingrilli, Secretary of the Commonwealth
Department of State
C. Michael Weaver, Deputy Secretary of Regulatory Programs
Department of State
Steven V. Turner, Chief Counsel
Department of State
Joyce McKeever, Deputy Chief Counsel
Department of State
Dorothy Childress, Commissioner
Bureau of Professional and Occupational Affairs
Ruth D. Dunnewold, Senior Counsel in Charge
Bureau of Professional and Occupational Affairs
Judith Pachter Schulder, Counsel
State Real Estate Commission
State Real Estate Commission

TRANSMITTAL SHEET FOR REGULATIONS SUBJECT TO THE
REGULATORY REVIEW ACT

FILED

99 JUL 28 AM 11:10

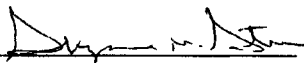
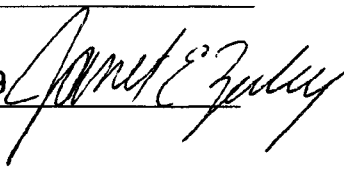
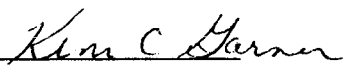

RECEIVED

I.D. NUMBER: 16A-566
SUBJECT: State Real Estate Commission
AGENCY: DEPARTMENT OF STATE

TYPE OF REGULATION

- X Proposed Regulation
Final Regulation
Final Regulation with Notice of Proposed Rulemaking Omitted
120-day Emergency Certification of the Attorney General
120-day Emergency Certification of the Governor
Delivery of Tolled Regulation
a. With Revisions b. Without Revisions

FILING OF REGULATION

| DATE | SIGNATURE | DESIGNATION |
|-------------|---|--|
| 7-28-99 |  | HOUSE COMMITTEE ON PROFESSIONAL LICENSURE |
| JUL 28 1999 |  | SENATE COMMITTEE ON CONSUMER PROTECTION AND PROFESSIONAL LICENSURE |
| 7/28/99 |  | INDEPENDENT REGULATORY REVIEW COMMISSION |
| | | ATTORNEY GENERAL |
| |  | LEGISLATIVE REFERENCE BUREAU |

June 24, 1999