

GREC Disciplinary Tools

Legend with descriptions of the disciplinary actions the Commission may impose.

- 1) **Cease & Desist Order:** The C&D orders the party to immediately stop a certain activity that is in conflict with the License Laws, Rules, and Regulations. For example, a person practicing real estate without an active real estate license can face substantial fines for each day the individual continues the violation.
- 2) **Citation:** Typically a Citation is for an infraction that does not warrant a more severe sanction. A Citation does not appear on a license history. However if someone inquired about a Citation, the Commission must provide information on any record of Citations issued to a licensee. An example would be the failure of a licensee to properly advertise real estate.
- 3) **Letter of Finding:** This is basically a letter of warning concerning a minor infraction of the License Laws, Rules, and Regulations that did not cause harm to a third party or member of the public. It is confidential and not provided upon inquiry. An example would be the failure of a licensee to include his/her license number on the contract of sale.
- 4) **Consent Order:** The Consent Order is basically used to establish a settlement between the parties instead of pursuing a full hearing. A licensee has the right to a hearing in a contested case, or could agree to a Consent Order. A Consent Order is entered into voluntarily by the Commission and the Respondent by mutual consent and agreement. By entering into a Consent Order, an individual freely, knowingly, and voluntarily waives her/his right to a hearing in that particular case. A Consent Order or a Final Order from a contested case could impose the following:
 - a. **Revocation:** If a license is revoked, the licensee is permanently prohibited from conducting real estate brokerage activity. Revocation is the most severe action and is used in those cases where the licensee has caused harm to the public. *(It is possible that an individual could reapply as a new applicant after an extended period of time depending on the individual situation.)*
 - b. **Suspension:** If a license is suspended, the licensee cannot perform brokerage activity of any sort during the suspension period.

Any of these actions could require the licensee to:

- Reimburse the Commission for legal and administrative expenses
- Complete a course of study in real estate brokerage or instruction
- File periodic reports by an independent accountant on a real estate broker's designated trust account
- And/or pay a fine not to exceed \$1,000.00 for each violation, with fines for multiple violations limited to \$5,000.00 in any one transaction.