



# 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](http://www.mrec.ms.gov)

March 30, 2020

President Keith Henley  
Mississippi Association of Realtors®  
P. O. Box 321000  
Flowood, Ms 39232-1000

Dear President Henley:

Please accept this letter as a response to your March 20, 2020 letter requesting “temporary changes” to the Statutory and Administrative Rules that the Mississippi Real Estate Commission (MREC) follows in the day-to-day regulation of real estate licensees in Mississippi. The Real Estate Commissioners voted unanimously to temporarily adjust our operations to comply with Executive Order #1463 which was issued by Governor Tate Reeves on March 24, 2020, and designates real estate services (including appraisal) as one of the professional services which is deemed an “Essential Business or Operation.”

The Commissioners voted to make any/all legal accommodations for the benefit of those licensees who have been or will be adversely impacted by the COVID-19 Pandemic. Additionally, the Commissioners instructed the Administrator of the MREC to maintain a level of staffing at the Agency which will provide those essential services to all real estate licensees throughout the state. To accomplish those directives, the various tasks of the MREC have been prioritized and MREC personnel have been reassigned to accomplish the following goals, to wit:

\*A Request to Transfer any license to/from a Broker or Brokerage Firm will be processed and finalized within 24-hours of the completed documentation and payment of the required fee being received by our office. We will process any License Transfer without the document(s) being notarized and the completed documentation will be accepted by electronic transmission. However, since the MREC is unable to receive funds or fees electronically, the license transfer will not be finalized until the fee is received.

\*All License renewals will still be due and payable on the last day of the month that the license was originally issued but, licensees who do not pay their renewals by the renewal date will be allowed an additional seventy-five (75) days to pay the renewal fee “without the 100% statutory penalty.” The MREC will send letters or electronic communications each month informing licensees of the change in the renewal process. In conjunction with that accommodation, licensees who do not provide the MREC with proof of Continuing Education by their renewal date will NOT be placed on “inactive status” until

the end of the seventy-five (75) day extension period which is being granted for the renewal of any license (at the earliest).

\*All Licensees are required by state statute to complete a 30-hour Post Licensing course within one year of licensure. The MREC has approved multiple online providers for the Salesperson's Post Licensing Course but, currently, there is only one online provider for the Broker Course. The MREC will make accommodations for those licensees who are unable to timely complete their requirements on an individual case-by-case basis and give them adequate time to comply with the statute. For example, as of today, (March 30) we have only 8 licensees who still need to complete the course for March (out of 111 licensees).

\*The testing of applicants for licensure and receiving criminal history reports are the two functions over which the MREC has very little control. The national testing service (PSI) conducts tests for potential licensees (primarily) in Jackson, Baton Rouge, Memphis, Mobile, and New Orleans and those testing centers are closed due to social distancing measures. Unfortunately, due to the current health situation, I believe we may be several weeks, or even months, before there are any facilities available for testing. As of now, we have approximately 300 applicants for licensure awaiting testing and, similarly, practically all of them are awaiting fingerprinting and criminal history reports from State and Federal Agencies. The MREC has implemented the following accommodations:

\*The 21 applicants who have passed both the National and the State portion of the Licensing Examinations will be issued licenses with or without a clear criminal history report being on file but the license will be subject to recall.

\*The 160 applicants who have been approved to test (in various stages of testing) will be given extensions and allowed to test when the testing facilities reopen; no matter how long that takes. If they decide to withdraw their application, we will give them a full refund of their fees.

\*The 44 applicants who have been approved to test but were NOT assigned a test date (recent applicants) will be sent a notice of approval and told that they will be assigned a time period for testing when the centers reopen. Similarly, they will be given extended times to take the examinations and allowed to withdraw their applications with a full refund of fees.

\*The 49 newest applicants (applications) which have been received since last week and processing has NOT begun will be contacted by the MREC and apprised of our situation and given an option to have their application(s) processed or have the fee returned.

\*The 25 applicants (applications) which were being processed but had incomplete information will be contacted, informed of the situation and given the opportunity provide the needed information to continue with the application or have the full fee refunded.

The MREC office is closed to foot traffic from both licensees and members of the general public but the staff is working on a schedule which will allow the continuation of all regulatory functions and we are available by telephone, e-mail, and/or facsimile.

The Commissioners will make any needed adjustments to the operations of the MREC in order to accommodate the fluid needs of the licensees during this time of need.

Respectfully,

Larry W. Edwards, Chairman  
J. Kenneth Austin, Vice-Chairman  
Alvin E. Gilliss, Commissioner  
Pam Powers, Commissioner  
Gwendolyn C. James, Commissioner