


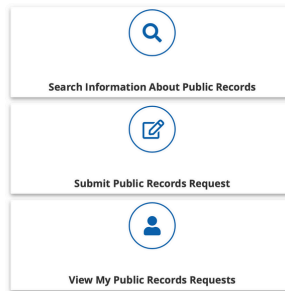
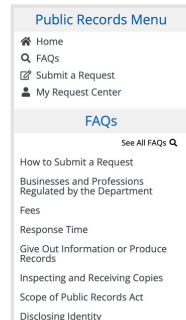
PUBLIC RECORDS REQUESTS: DBPR

• REQUEST PUBLIC RECORDS ON REAL ESTATE BROKERS AND AGENTS FROM DBPR IN 6 EASY STEPS!

- **STEP 1:** You will need the licensee information — if you have the name or the license number, you can search for either on <https://www.myfloridalicense.com/wl11.asp?mode=0&SID=>.
- **STEP 2:** Visit: <https://www2.myfloridalicense.com/real-estate-commission/public-records/>, once there click on the request public records button: 
- **STEP 3:** You should now be on the main page that looks like the screenshot below, click on “submit public records request” and create an account (it’s free!).



Public Records Center



START HERE

- **STEP 4:** Once logged in, you’ll be directed to the main records request submission page (the snippet below shows what you need to fill out). Under “**Division Requesting Record(s) Form**” make sure you select the proper division for real estate licensees from the drop menu, which is the “**Division of Real Estate**”.
- **STEP 5:** You’ll need to select the records you are searching for next under “**Type of Record(s) Requested**”. If you don’t see one that fits your needs, select “**Other**”. IMPORTANT! You must enter what you are searching for as well as the licensee’s name and license number you gathered earlier. Your request can be as detailed or as vague as you like; however, remember that DBPR will only produce records that they have and that are not subject to one of the public records exemptions under Florida law. If your request is overly burdensome, you may be charged a fee.
- **LASTLY STEP 6:** Finally press “**Submit**” and the records (if any) will be delivered to you through the method you selected.

REQUIRED

Division Requesting Record(s) From:*

-- Please Choose --

Type of Record(s) Requested:*

-- Please Choose --

Sub-Category:

-- Please Choose if Applicable --

Describe the Record(s) You Are Requesting:*

Preferred Method to Receive Records:*

- ☐ Electronic via Records Center
- ☐ Electronic by Email
- ☐ Inspect
- ☐ Copies by Fax
- ☐ Pick-up Copies
- ☐ Copies by U.S. Mail

Please note not all public documents are available in electronic format. If the document(s) requested are not available electronically, we will make them available for inspection or by paper copy in accordance with the Public Records Law.

Submit Cancel