

**Fundamental Real Estate Network of Georgia, Inc.**  
**D/B/A *Fundamental Real Estate Network, Inc. (FREN, Inc.)***

3641 Eldeberry Ct. Snellville, GA 30039  
GA-Office: (770) 864-5498 FL-Office: (954) 274-9357 General Fax: (770) 864-5530  
[www.FundamentalRealEstateNetwork.com](http://www.FundamentalRealEstateNetwork.com)

The States of Florida and Georgia  
Real Estate Affiliates or  
**Employment Application**  
{Please, Complete in its entirety}



**Our Privacy Policy**

In recognition to our corporate integrity and our customers, employees and affiliates' expectation of privacy, we have adopted the following privacy statement.

We will not disclose any confidential information outside *Fundamental R/E Network, Inc.* and its affiliates unless:

- The customers, affiliate or employee consents it with prior written consent to the disclosure.
- The information is provided to help complete a transaction that the customers, affiliate or employee authorizes it with prior written consent.
- By operation of Federal, State, Local Government Laws.

Within our company and its affiliates we require confidential information to be safeguarded at all times, and to be used only for legitimate business purposes. All documents are kept in safe and locked environment.

**AN EQUAL OPPORTUNITY EMPLOYER**  
**It is the policy of *Fundamental Real Estate Network, Inc.***  
**To provide employment opportunities without regards to**  
**Race, color, religion, sex, national origin, age, handicap, marital or veteran status.**

**Note:** Please fill in your response to each question, unless otherwise indicated. All answers must be printed or typed. Answers that are illegible or incomplete may prevent us from considering your application. Filling out this application does not necessarily constitute an offer for employment .

**Section A - PERSONAL DATA**

Last Name		First Name		Middle Initial		SS#	
Number	Street	Unit/Apt#	City	State	Zip		
Permanent Address (if Different from above)		Unit/Apt#	City	State	Zip		
Cellular Telephone		Home Telephone		Other Contact Number			
U.S. Citizen/Resident	Visa Type	Visa Number	Expiration Date				
Do you have a valid Driver's License?		__ Yes/ __ No	License Number	State	Exp		

**Section B - MILITARY SERVICE INFORMATION**

Branch of Service (if none, state none) \_\_\_\_\_ Occupation \_\_\_\_\_

Active Duty or Entry Date \_\_\_\_\_ Discharge or Separation Date \_\_\_\_\_

Rank \_\_\_\_\_ Current Status \_\_\_\_\_

**Section C- BACKGROUND INFORMATION**

**NOTE: Failure to disclose any conviction, nolo contendere plea, first offender sentence is grounds for immediate denial of your application. A background investigation is extensive and will require additional time before employment is granted. However, the existence of any criminal record does not constitute an automatic bar of employment.**

**You Must answer YES to the questions, even if:**

- (a) you have been pardoned for a criminal offense, (b) anyone (lawyer, teacher, broker, government official, etc.) has instructed you that;
- (1) the offense is not or is no longer on records (2) the offense has been expunged from your records (3) you do not have to disclose the offense
- (4) your civil and political rights have been restored, or (5) any similar statement that appears to suggest your record has been cleared.

**1) Have you ever been convicted of, pled nolo contendere to, been granted first offender treatment upon being charged with:**

- 1. Any criminal offense other than a traffic violation? Yes \_\_\_/No \_\_\_
- 2. Any traffic violation that involved driving under the influence of controlled substance? Yes \_\_\_/No \_\_\_
- 3. Homicide, feticide by vehicle, fleeing the scene of an accident? Yes \_\_\_/No \_\_\_
- 4. Attempting to elude a police officer or impersonate a law enforcement officer? Yes \_\_\_/No \_\_\_
- 5. Fraud, Money Laundering, Robbery, etc. Yes \_\_\_/No \_\_\_

If yes to any of the questions above, please briefly explain and provide dates, county and state:

\_\_\_\_\_

**2) Have you ever been disciplined by the any state Real Estate Commission and/or Appraisers Board or any other state or Federal licensing agency or authority which regulates any profession?** (Disciplinary actions include, but are not limited to, such actions as: a reprimand, a suspension, a revocation, a fine or any restriction placed on a license.)

\_\_\_ YES (Documentation Attached)      \_\_\_ YES (On File with GREC)      \_\_\_ NO

If yes, but not with either Florida/Georgia Real Estate Commissions or any of the Florida/Georgia Licensing Boards. Provide jurisdiction information:

State \_\_\_\_\_ Licensing Board \_\_\_\_\_

Date: \_\_\_\_\_ Disciplinary Actions \_\_\_\_\_

Section D - POSITION INFORMATION

Position Applied For: \_\_\_\_\_ Referral Source: \_\_\_\_\_

LICENSE No#: \_\_\_\_\_ Original Issue Date: \_\_\_\_\_ State: \_\_\_\_\_ Position: \_\_\_\_\_

\_\_\_ Active \_\_\_ Inactive

NOTE: If your Real Estate License is currently Active or Inactive and C/E credits are required, please provide the following information;

Commission Accredited Real Estate School you will obtain your C/E credits: \_\_\_\_\_

C/E Course (s) Registered for: \_\_\_\_\_ Course (s) Date: \_\_\_\_\_

NOTE: If your Real Estate License is currently Active and NO C/E credits are required, please provide the following information; If transferring firms, your current Broker must release you before FREN, Inc. must sponsor your license.

\_\_\_ I am a new Licensee. R/E School Attended: \_\_\_\_\_

Start Date: \_\_\_\_\_ Ending Date \_\_\_\_\_ Expected AMP/Pearson View Exam Date: \_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_ I am Transferring Brokerage Firms. Firm's Name: \_\_\_\_\_

Broker: \_\_\_\_\_ Telephone No# \_\_\_\_\_ / \_\_\_\_\_

Current Position: \_\_\_\_\_ Address: \_\_\_\_\_

Are you transferring from your previous firm to FREN, Inc. as a \_\_\_\_\_ Sales Associate, \_\_\_\_\_ Associate Broker or \_\_\_\_\_ Other R/E?

All R/E Candidates Must Complete a SPONSORING BROKER STATEMENT FORM.
GA Transferring Licensees Must Complete a REAL ESTATE CHANGE APPLICATION.
FL Associates Must follow DBPR instructions through On Line Services web-site.

If Associate Broker or R/E Associate, Do you currently have an Active E/O Insurance Policy? \_\_\_ YES/ \_\_\_ NO.

If YES, you must provide a copy of the Policy to FREN, Inc. for your files.

How soon following notification can you report? \_\_\_\_\_ Willing to assist on weekends and holidays? \_\_\_ YES/ \_\_\_ NO

Do you own an automobile? \_\_\_ YES/ \_\_\_ NO If NO, will you have access to an automobile? \_\_\_ YES/ \_\_\_ NO

Automobile Insurance Co: \_\_\_\_\_ Policy No# \_\_\_\_\_

\_\_\_ Liability/ \_\_\_ Full Coverage. Renewal Date: \_\_\_\_\_ Expiration: \_\_\_\_\_

Does Coverage Includes Bodily Injury Liability of at least \$100,000/\$300,000? \_\_\_ YES/ \_\_\_ NO

You must provide a copy of the Policy to FREN, Inc. for your files.

**Section E- EMPLOYMENT HISTORY**

NOTE: Please start with the most recent employer.

**1<sup>st</sup> /Last Employer**

<b>Company Name</b>			<b>Dates: From/To</b>
<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Name and Title of immediate Supervisor</b>			<b>Telephone/Contact No#</b>
<b>Last Position Held</b>	<b>Department</b>	<b>Last Reported Yearly Salary</b>	
<b>Duties, Assignments, Responsibilities</b>			
<b>Reason For Leaving</b>			

**2<sup>nd</sup> /Previous Employer**

<b>Company Name</b>			<b>Dates: From/To</b>
<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Name and Title of immediate Supervisor</b>			<b>Telephone/Contact No#</b>
<b>Last Position Held</b>	<b>Department</b>	<b>Last Reported Yearly Salary</b>	
<b>Duties, Assignments, Responsibilities</b>			
<b>Reason For Leaving</b>			

**3<sup>rd</sup> /Previous Employer**

<b>Company Name</b>			<b>Dates: From/To</b>
<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Name and Title of immediate Supervisor</b>			<b>Telephone/Contact No#</b>
<b>Last Position Held</b>	<b>Department</b>	<b>Last Reported Yearly Salary</b>	
<b>Duties, Assignments, Responsibilities</b>			
<b>Reason For Leaving</b>			

Have you ever been suspended, placed on probation, asked to resign, discharged or terminated from any previous employer?  
 \_\_\_\_\_ YES/ \_\_\_\_\_ NO If YES, Please briefly explain:

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**Section F - EDUCATION**

High School Attended	City/State	Last Grade Attended	<u>YES/NO</u> Graduated/Year
College/University	City/State	Major	<u>YES/NO</u> Graduated
Degree Received/Year _____			
College/University	City/State	Major	<u>YES/NO</u> Graduated
Degree Received/Year _____			
Other (Technical/Trade/Vocational/Institute)	City/State	Major	<u>YES/NO</u> Graduated
Degree Received/Year _____			

List any Scholarships, Academic Honors, Awards or any Special Achievements:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section G - OTHER SKILLS**

Are You Fluent in Any Other Language other than English? YES/NO If YES, which? \_\_\_\_\_

Indicate any other experience you may possess for the following areas: (write the years and months next to the applicable.)

Accounting	Bookkeeping	Statistics/Logistics	Other
Payroll	Human Resources	Management	Other

**APPLICANT'S CERTIFICATION AND AGREEMENT**

I HEREBY CERTIFY that my answers to the forgoing questions are true and complete and that I have not knowingly withheld any facts, circumstances or other material information which would, if disclosed, will affect my application for employment with **Fundamental Real Estate Network of Georgia, Inc. d/b/a Fundamental Real Estate Network, Inc. (FREN, Inc.)** I further understand that any false or misleading statement or omission of pertinent information will result in the rejection of my employment application or in dismissal if discovered subsequent to my employment.

I HEREBY AFFIRM that by execution of this employment application, I acknowledge that **FREN, Inc.** has disclosed to me that an Investigative Consumer Report, including information as to my character, general reputation, personal characteristics and mode of living may be made, and I, upon written request to the Company made within a reasonable time after the date of this application, may obtain a complete and accurate disclosure of the nature and scope of such investigation.

I HEREBY AUTHORIZE, **FREN, Inc.** to request and I ALSO AUTHORIZE AND REQUEST each former employer, schools, and each person, firm or corporations given as a reference above, to furnish at any time any information which may be sought concerning me and my work ethics and habits, character, skills and any other data required, whether in connection with this application for employment with **FREN, Inc.** or for purposes of complying with the applicant's respective state's **Real Estate Commission** or **Real Estate Appraisers Board** requirements or otherwise.

I UNDERSTAND that I should be given employment, such employment shall be for an indefinite period of time and may be terminated, at will, at anytime, for any reason, by me and/or by **FREN, Inc.** without notice or without liabilities whatsoever, except for outstanding unpaid office bills accrued by the date of termination. I further understand that the President and/or Managing Broker of **FREN, Inc.** has the authority to enter into any agreement for employment for a specified period of time or to make any agreement contrary to this at will standard and that any such agreement must be in writing.

I UNDERSTAND that if an offer of employment is made and accepted by me, the terms and conditions of my employment will be governed by this application, the Terms of Employment of **FREN, Inc.** and the Policy and Procedures manual as amended from time to time, the applicant's respective Real Estate Commission, Real Estate Appraisers Board and applicant's respective state's Real Estate License Laws and other Federal, States and Local Labor Laws.

I UNDERSTAND, **Fundamental Real Estate Network, Inc. (FREN, INC.)** operates under the principles of affording equal employment opportunity through affirmative action for qualified handicapped individuals and qualified veterans of the United States Armed Forces.

Signature

Date

*Fundamental Real Estate Network of Georgia, Inc. d/b/a Fundamental Real Estate Network, Inc (FREN, Inc.)*  
Is an Equal Opportunity Employer.