

We have had several cases where unlicensed assistants were notifying the buyer's agents of the seller rejecting the buyer's offer, showing property to buyers, providing property information to buyers/tenants, providing sales prices to the public, communicating offers, providing monthly rental amounts, etc... The list goes on and on.

Any time an unlicensed assistant has communication with the client or the public, there is a very high probability that those communications will likely result in activity requiring real estate licensure. If an agent is going to employ an unlicensed assistant, I always recommend that the agent limits the unlicensed assistant's activity to basically document organization and scheduling.

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**From:** Key Realty School [<mailto:Mike@KeyRealtySchool.com>]  
**To:** Jan Holle  
**Subject:** Nevada Real Estate Division Policy on Non Licensed Assistants






Jan

We spoke briefly last week about the growing problem of non-licensed individuals who work in the real estate related trades but do not hold an active license. (Commonly referred to as non-licensed assistants)

As you aware, Key Realty School works with many Nevada brokerages and is often counted on for guidance relative to brokerage structure and business models. I have expressed concerns to many companies about the practice of using non licensed assistants to perform real estate related activity and the potential noncompliance with law that this may cause.

Please take a moment to expound on the most common dealings you have had wherein the non-licensed assistants are performing real estate related activities and should acquire a license to perform said duties.

Per our discussions, I will post your comments on the Nevada legislative update section of our website.

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