

# CONVICTION DETAIL REPORT

RE 515D (Rev. 2/23)

FILE NUMBER — DRE USE ONLY

### Instructions

- **If you are an applicant applying for a new real estate license, this form is optional.** Please be advised that, per Business and Professions Code section 480(f)(2), this disclosure is voluntary if you are an applicant and that your decision not to disclose any information will not be a factor in the Department's decision to grant or deny the application for licensure.
- Please complete one form for each conviction listed on the RE 515, page 4 - Criminal Convictions and/or Pending Actions Summary, **regardless of when the crime was committed or whether the conviction was dismissed or expunged.**
- You may duplicate this form as needed if you have multiple convictions.

NAME OF ARRESTING AGENCY	DATE OF ARREST
NAME OF COURT (WHERE THIS CONVICTION OCCURRED)	CASE OR DOCKET NUMBER
ADDRESS OF COURT	
TYPE OF CRIME(S) AND CODE SECTION(S)	

TYPE OF CONVICTION	DATE OF CONVICTION	NUMBER OF COUNTS	DATE OF CRIME(S)		
<input type="checkbox"/> FELONY <input type="checkbox"/> MISDEMEANOR					
OUTCOME OF HEARING			AGE AS OF DATE OF CRIME(S)		
<input type="checkbox"/> FOUND GUILTY BY JURY <input type="checkbox"/> CONVICTED BY GUILTY PLEA <input type="checkbox"/> PLED NOLO CONTENDERE					
SENTENCED TO	TIME OR AMOUNT	COMPLETED	SENTENCED TO	TIME OR AMOUNT	COMPLETED
<input type="checkbox"/> JAIL/PRISON	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> SUMMARY PROBATION	_____	<input type="checkbox"/> Y <input type="checkbox"/> N
<input type="checkbox"/> SUSPENDED JAIL TIME	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> RESTITUTION	\$ _____	<input type="checkbox"/> Y <input type="checkbox"/> N
<input type="checkbox"/> PAROLE	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> COMMUNITY SERVICE	_____	<input type="checkbox"/> Y <input type="checkbox"/> N
<input type="checkbox"/> FORMAL PROBATION	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> FINE	\$ _____	<input type="checkbox"/> Y <input type="checkbox"/> N

HAVE YOU COMPLETED THE TERMS OF SENTENCING FOR THIS CONVICTION?  
 YES     NO    IF YES, PROVIDE PROOF TO THE DEPARTMENT IF AVAILABLE.

HAS THE CONVICTION BEEN DISMISSED, EXPUNGED (i.e., §1203.4 PC, 1203.4(a) PC, 1203.41 PC OR AN EQUIVALENT NON CALIFORNIA STATUTE) OR PARDONED, OR HAVE YOU BEEN GRANTED CLEMENCY?  
 YES     NO    IF YES, LIST DISMISSAL DATE AND PROVIDE PROOF TO THE DEPARTMENT.

**DETAILS OF CRIME(S)** — PLEASE PROVIDE THE DETAILS OF THIS CRIME(S), INCLUDING A COMPLETE DESCRIPTION OF THE FACTS AND CIRCUMSTANCES THAT LED TO YOUR CONVICTION. DO NOT MERELY RESTATE THE GENERIC TYPE OF CRIME(S) COMMITTED (I.E., PETTY THEFT, DOMESTIC VIOLENCE, DRUNK DRIVING, ETC.). YOU SHOULD DESCRIBE WHO PARTICIPATED IN THE CRIME(S), WHO THE VICTIM WAS, WHAT LOSSES WERE SUFFERED, AND WHEN, WHERE, AND HOW THE CRIME(S) OCCURRED.

**EXPLANATION OF CRIME(S)** — DO YOU WISH TO OFFER AN EXPLANATION AS TO WHY YOU COMMITTED THIS CRIME(S)?  
 YES     NO    IF YES, PLEASE EXPLAIN.

**PROBATION/PAROLE** — DID YOU VIOLATE ANY TERMS OF YOUR PROBATION OR PAROLE?  
 YES     NO    IF YES, PLEASE EXPLAIN.

REHABILITATION EFFORTS — WHAT POSITIVE CHANGES HAVE YOU MADE IN YOUR LIFE SINCE THIS CONVICTION? (CRITERIA FOR REHABILITATION IS STATED IN REGULATIONS 2911 AND 2912 OF REGULATIONS OF THE REAL ESTATE COMMISSIONER.) ADDITIONALLY, PLEASE PROVIDE NAMES AND CONTACT INFORMATION OF ANY WITNESSES WHO CAN CORROBORATE YOUR REHABILITATION EFFORTS.

CONVICTION DISCLOSURE — IF YOU ARE A LICENSEE, DID YOU REPORT THIS CONVICTION TO THE DEPARTMENT WITHING 30 DAYS AS REQUIRED BY BUSINESS AND PROFESSIONS CODE SECTION 10186.2?

YES  NO IF NO, PLEASE PROVIDE AN EXPLANATION AS TO WHY YOU FAILED TO REPORT THIS CONVICTION.
 N/A

APPLICANT/LICENSEE CERTIFICATION

The foregoing record of my pending criminal actions and convictions has been read by me and said record is true and correct. I hereby admit the truth of all facts and statements contained herein, and consent that this record may be introduced by the Department of Real Estate as proof of said pending criminal actions and convictions, and any other facts hereinabove set forth, at any hearing held in connection with my application, or other agency hearing.

PRINTED NAME OF APPLICANT/LICENSEE

SIGNATURE OF APPLICANT/LICENSEE

DATE SIGNED

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PRIVACY NOTICE

Section 1798.17 of the Civil Code requires this notice be provided when collecting personal or confidential information from individuals.

Department of Real Estate
Asst. Commissioner - Enforcement
Enforcement Division
1651 Exposition Blvd., Sacramento CA 95815
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Article 3 of Chapter 3 (commencing with Section 10175), Article 4, Chapter 7 (commencing with Section 10560 of the Business and Professions Code) and Sections 14540 & 14740 et seq. of the Government Code authorizes the maintenance of this information.

All items in this form are voluntary.

Failure to submit all of the information requested on the enclosed form will impede the ability of the Commissioner to fully evaluate whether you meet the criteria of rehabilitation established pursuant to regulations of the Commissioner and the license sought may be denied, or if already licensed, formal disciplinary action imposed. The lack of a satisfactory explanation as to the reason for not revealing a criminal conviction or disciplinary action on your renewal application or petition may result in a recommendation for a

formal hearing to deny the renewal sought or to deny the petition for reinstatement or removal of restrictions.

The information requested in this form is primarily used for the purpose of aiding the Commissioner in evaluating the fitness of a licensee, petitioner, or license applicant with respect to the licensing matter at hand. This is also used give a licensee or petitioner an opportunity to explain their failure to disclose one or more criminal convictions on the renewal application or petition. The information obtained may be used as admission of the facts stated in an administrative hearing brought to deny issuance of such license, deny renewal of a license, or deny a petition.

This information may be released as evidence at a hearing before an Administrative Law Judge of the Office of Administrative Hearings or to other governmental entities including Law Enforcement Agencies.

Each individual has the right to review personal information maintained by this agency, unless access is exempted by law.