

PUBLICATIONS REQUEST

RE 350 (Rev. 2/22)


❖ Please see reverse for ordering information.

PART A	PURCHASER INFORMATION
NAME OF PURCHASER — TYPE OR PRINT CLEARLY IN INK	
STREET ADDRESS OR POST OFFICE BOX	
CITY, STATE, ZIP CODE	LICENSE OR EXAM ID NUMBER

PART B	PUBLICATIONS ORDER				
RE#	Publication Title	Price	Quantity	Your Cost	
			English		
Law and Reference Material (<i>Download for free at www.dre.ca.gov</i>)					Subtotal _____
2	Real Estate Law	\$40.00			- Discount _____
6	Disclosures in Real Property Transactions	\$10.00			Subtotal _____
8	Operating Cost Manual For Homeowners' Associations	\$10.00			+ CA Tax* _____
9	Subdivision Public Report Application Guide (SPRAG)	\$10.00			(Tax rate used* _____%)
25	Reserve Study Guidelines for Homeowner Association Budgets	\$10.00			TOTAL \$ _____

Free Publications — Individual copies only (Check box.) (<i>Also available at www.dre.ca.gov</i>)				
3	Real Estate Consumer Recovery Account <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	20	A Consumer Guide to Filing Mortgage-Related Complaints <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
4	Instructions to License Applicants <input type="checkbox"/> English	21	Loan Modification Self-Help Guide <input type="checkbox"/> English	
5	Broker Compliance Evaluation Manual <input type="checkbox"/> English	22	Sources of Home Loans <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
7	Mortgage Loan Broker Compliance Evaluation Manual <input type="checkbox"/> English	23	Surviving the Real Estate Escrow Process in California <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
10	Department of Real Estate Brochure <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	26	California Tenants - A Guide to Residential Tenants' and Landlords' Rights and Responsibilities (Book) - MAXIMUM OF 2 COPIES PER REQUEST <input type="checkbox"/> English <input type="checkbox"/> Spanish	
11	eLicensing Brochure <input type="checkbox"/> English	34	A Guide for Residents Purchasing Their Mobilehome Park <input type="checkbox"/> English	
12	Fraud Warnings for California Homeowners in Financial Distress <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	35	Trust Deed Investments — What You Should Know!! <input type="checkbox"/> English	
14	Foreclosure Information for Homeowners <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	35A	Using the Services of a Mortgage Broker <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
15	A Homeowner's Guide to Foreclosure in California <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	39	Living in a California Common Interest Development <input type="checkbox"/> English <input type="checkbox"/> Spanish	
16	Finding the Right Real Estate Agent <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	51	A Consumer Guide to Filing Real Estate Complaints <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
17	Preventing Real Estate Fraud: How to Protect Yourself and Your Home <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	52	Reverse Mortgages — Is One Right for You? (Booklet) <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
18	Financial Literacy: Financial Sense to White Picket Fence <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	52A	Reverse Mortgages — Is One Right for You? (Brochure) <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese	
19	How to Obtain a Mortgage Loan Originator License Endorsement <input type="checkbox"/> English			

DRE USE ONLY — DATE SENT

PART C				CREDIT CARD INFORMATION	
TO PURCHASE PUBLICATION(S) BY CREDIT CARD, COMPLETE THE FOLLOWING:					
METHOD OF PAYMENT		ACCOUNT NUMBER		EXPIRATION DATE OF CARD	AMOUNT AUTHORIZED
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AE <input type="checkbox"/> DSC					\$
SIGNATURE OF CARDHOLDER			DATE		APPROVAL # — DRE USE ONLY
					
PRINTED NAME OF CARDHOLDER			TELEPHONE NUMBER		REFERENCE # — DRE USE ONLY

Purchase Information

DRE publications may be purchased/ordered by mail, by fax, or in person.

For your convenience, brochures may also be downloaded from our Web site at www.dre.ca.gov.

By mail — Complete Parts A, B, and C (if appropriate). Mail it with the proper fee to:

Department of Real Estate
Book Orders
P.O. Box 137006
Sacramento, CA 95813-7006

By fax — Complete Parts A, B, and C. Fax form to (916) 263-8889.

In person from District Office — Complete Parts A, B, and C (if appropriate). Offices are located in Sacramento, Los Angeles, Oakland, Fresno, and San Diego.

Acceptable payment methods

- Personal check, cashier's check or money order should be made payable to: Department of Real Estate.
- VISA, MasterCard, American Express and Discover credit cards may be used to purchase DRE publications.

Conditions of sale

- Prices are subject to change.
- Orders received with incorrect payments will be returned.
- **All sales are final – no refunds.**
- Do not send stamps or C.O.D. orders.
- **Please allow 4 to 6 weeks for delivery.** An order for more than one item may be shipped in separate packages and delivered to you on different days.

California sales tax

Please apply the current county sales tax rate of the delivery address to your order. Requests and fees will be returned if the appropriate sales tax is not included.

Discounts (law and reference material)

A 20% discount is available on the Real Estate Law, Reference Book, and subdivision guides; 25 or more of a single title must be purchased at one time to qualify for the discount.

Submitting licensing forms & publication request

If you submit an order for a publication at the same time that you apply for an original license or a license renewal, please send separate checks or money orders for the license fee and publication(s) ordered.

PUBLICATION INFORMATION

#2 Real Estate Law

Contains the Real Estate Law and Subdivided Lands, the Regulations of the Real Estate Commissioner, the Administrative Procedure Act and pertinent excerpts from the California Codes related to the practice of real estate.

The Department revises the Real Estate Law *annually*, making every effort to have it available in January. In this regard, please do not send orders for the revised book until after January 1.

The Real Estate Law is also available on the DRE Web site www.dre.ca.gov free of charge.

8 Operating Cost Manual for HOAs

A manual designed to aid a budget preparer in the development of a budget for a common interest subdivision.

#9 Subdivision Public Report Application Guide

A guide designed specifically to assist an applicant for a subdivision public report in the completion and submission of a Notice of Intention (Common Interest) [RE 624] or Notice of Intention (Standard) [RE 628]. This guide provides item-by-item instruction and explanation.

#25 Reserve Study Guidelines for HOA Budgets

Guidelines designed to assist with preparation of a budget reserve study for a common interest subdivision. RE 25 will help homeowner association officers and members understand how reserves fit into the overall financial plan for the subdivision. Proper attention to the reserve portion of the budget should assist in the allocation of sufficient funds for future replacement of common area components, including major items such as roofs and exterior paint.

Consumer brochure requests & reproduction

Requests — Brochure requests are limited to individual copies of any one title. Also available at www.dre.ca.gov.

Reproduction Terms and Conditions

1. The publication can be reproduced in total, including the title pages and cover. No changes may be made to the text or cover, with the following exception. You may list your name, address and phone number as the distributor of the brochure. For example, "This copy given to you compliments of XYZ Mortgage Home Loans."
2. The complete text or excerpts of the publication shall not be incorporated within any other printed matter of any kind without express permission.
3. The publication shall be distributed at no cost whatsoever to the recipient.
4. The publication shall not be used as a DRE endorsement of your business.
5. The content, intent or voluntary distribution of this publication shall not be misrepresented in anyway.
6. DRE retains all rights to this brochure and reserves the right to withdraw approval to reproduce and distribute DRE publications at any time without prior notice.
7. The publication must be reproduced on paper of comparable quality.

The Department of Real Estate does not discriminate on the basis of race, color, creed, national origin, ancestry, sex, marital status, domestic partnership, religion, age, sexual orientation, or disability in employment or the provision of services.
