# DISTRICT OF COLUMBIA (DC) REAL ESTATE COMMISSION PRACTICE TEST (SAMPLE)

## STUDY GUIDE



## SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

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# How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

### 1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

### 2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

### 3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

### 4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

### 5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

### 6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

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# Questions

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1. **The commission's hearings on complaints usually involve which of the following?**

   A. Panel of licensee peers

   B. Department of Regulatory Affairs

   C. Legal representations

   D. Witness testimonies

2. **What likely triggered a $50 invoice for the guaranty and education fund sent to a DC licensee?**

   A. A claim was filed against the licensee

   B. The licensee's license is up for renewal

   C. The fund dipped below a minimum balance amount

   D. The fund is investing funds in a new market

3. **What is the most secure action Janna can take regarding her confidential files while meeting with clients?**

   A. Ask the clients not to touch anything on her desk.

   B. Drop the folder in her top desk drawer.

   C. Offer to bring the clients a cup of coffee.

   D. Put the file in a locked desk drawer.

4. **A DC buyer entered into a purchase agreement with a seller for a single-family property. What is an action the buyer could take if the seller has not provided the property disclosure form?**

   A. The buyer can terminate the agreement if the disclosure form becomes inaccurate after it was delivered by the seller.

   B. The buyer can terminate the agreement, in writing, at any point before settling the sale.

   C. The buyer can terminate the agreement, in writing, no more than five business days after receiving the disclosure.

   D. The buyer can terminate the agreement, in writing, no more than five calendar days after receiving the disclosure.

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**5. Which of the following statements is true regarding agency disclosure notices in DC?**

A. They are informational only but required by law.

B. They are used to create brokerage relationships.

C. They must be kept for a minimum of seven years.

D. They must be signed, dated, and notarized.

**6. What was Charmaine's disciplinary offense for not informing her buyer clients about necessary closing documents?**

A. Addiction

B. Incompetence

C. Misrepresentation

D. Scope of practice

**7. Which of the following scenarios would exempt a situation from discrimination under fair housing laws?**

A. A single mother with children seeking to rent

B. Refusal to rent based on income level

C. Preference for adult-only rentals

D. Denying applicants due to a criminal record

**8. As the buyer's agent, if the seller refuses to sign the agency disclosure, what should you do?**

A. Explain that the transaction can't continue without an acknowledgment

B. Leave immediately

C. Make a note of the refusal and the date presented

D. Inform the seller they are required by law to sign

**9. What is a requirement for the sign Linda must hang outside her brokerage office?**

A. It must include the brokerage name and address and must indicate that Linda is a licensed real estate broker.

B. It only needs to include her name.

C. It only needs to include her name and address.

D. It only needs to include her phone number.

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**10. What must Samuel include in his email signature regarding his online disclosure?**

A. His photo

B. His professional title

C. The jurisdictions where he holds a license

D. His social media links

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# Answers

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1. D
2. C
3. D
4. D
5. A
6. B
7. C
8. C
9. A
10. C

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# Explanations

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**1. The commission's hearings on complaints usually involve which of the following?**

A. Panel of licensee peers

B. Department of Regulatory Affairs

C. Legal representations

D. Witness testimonies

*The correct answer focuses on witness testimonies, which play a pivotal role in the commission's hearings on complaints. These hearings are fundamental to ensuring due process and fairness, allowing relevant parties to present their cases and clarify the circumstances surrounding the complaint. Witness testimonies provide firsthand accounts and evidence that help the commission evaluate the validity of the complaint and make informed decisions. In hearings, witnesses can include those who have direct knowledge of the situation related to the complaint, such as clients, other licensees, or experts in real estate practices. Their insights can illuminate the facts of the case, which is essential for a thorough investigation and fair resolution. Understanding the importance of witness testimonies helps highlight the procedural aspects of the commission's work, ensuring that all sides are heard and that the outcomes are based on credible and relevant information. This process is crucial in maintaining the integrity of the licensing system within the real estate sector.*

**2. What likely triggered a $50 invoice for the guaranty and education fund sent to a DC licensee?**

A. A claim was filed against the licensee

B. The licensee's license is up for renewal

C. The fund dipped below a minimum balance amount

D. The fund is investing funds in a new market

*The $50 invoice for the guaranty and education fund sent to a DC licensee is most likely triggered by the fund dipping below a minimum balance amount. This scenario is relevant because the purpose of the guaranty and education fund is to maintain sufficient funds to cover claims and to support educational programs for licensees. When the fund's balance falls below a specified threshold, it indicates a need for replenishment to ensure that it can adequately serve its intended functions. As part of maintaining the fund's health, the commission may assess fees like the invoice in question to bring the balance back up to the required level. In this context, while claims being filed against a licensee could contribute to the fund's depletion, this does not directly relate to triggering an invoice. Similarly, while license renewal may involve fees, the specific invoice for the guaranty and education fund is not directly tied to that process. Lastly, the fund investing in new markets, while a proactive approach to growing the fund, would not typically trigger a fee invoice specifically unless it resulted in a significant financial strain that needed addressing.*

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**3. What is the most secure action Janna can take regarding her confidential files while meeting with clients?**

A. Ask the clients not to touch anything on her desk.

B. Drop the folder in her top desk drawer.

C. Offer to bring the clients a cup of coffee.

D. Put the file in a locked desk drawer.

*The most secure action Janna can take regarding her confidential files while meeting with clients is to put the file in a locked desk drawer. This option ensures a high level of security for sensitive information. By locking the files away, Janna minimizes the risk of unauthorized access and protects her clients' confidential information. Locking the files means that even if a client accidentally or intentionally looks at her desk, the sensitive information remains inaccessible. This practice demonstrates Janna's commitment to confidentiality, which is a critical aspect of real estate practice, fostering trust and professionalism with her clients. In contrast, simply asking clients not to touch anything on her desk does not provide any physical security, and relying on the clients' adherence to that request could be risky. Dropping a folder in an unlocked top desk drawer still leaves the files vulnerable to being accessed by anyone nearby. Offering to bring the clients a cup of coffee does nothing to secure the confidential files at all. These options do not adequately protect sensitive information as effectively as physically securing it in a locked drawer.*

**4. A DC buyer entered into a purchase agreement with a seller for a single-family property. What is an action the buyer could take if the seller has not provided the property disclosure form?**

A. The buyer can terminate the agreement if the disclosure form becomes inaccurate after it was delivered by the seller.

B. The buyer can terminate the agreement, in writing, at any point before settling the sale.

C. The buyer can terminate the agreement, in writing, no more than five business days after receiving the disclosure.

D. The buyer can terminate the agreement, in writing, no more than five calendar days after receiving the disclosure.

*The correct answer is that the buyer can terminate the agreement, in writing, no more than five calendar days after receiving the disclosure. In the context of real estate transactions in the District of Columbia, the law mandates that sellers provide buyers with a property disclosure form to inform them of any known issues with the property. If the seller fails to provide this form, the buyer has specific rights. When the buyer eventually receives the disclosure form, they have a limited window of opportunity to review the information provided. If the form contains any adverse details that the buyer finds unsatisfactory, they are given a period of five calendar days to terminate the agreement in writing. This time frame is designed to ensure that buyers have the chance to make informed decisions based on the information disclosed about the property's condition. Understanding this timeframe is crucial; it emphasizes the buyer's right to withdraw from the transaction if they feel the disclosed information impacts their decision to proceed. This legal stipulation protects buyers by ensuring they are aware of the property's condition as soon as possible after the disclosure is received.*

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## 5. Which of the following statements is true regarding agency disclosure notices in DC?

A. They are informational only but required by law.

B. They are used to create brokerage relationships.

C. They must be kept for a minimum of seven years.

D. They must be signed, dated, and notarized.

*The correct answer highlights that agency disclosure notices in Washington, D.C., serve primarily as informational documents, and their issuance is mandated by law. These notices are designed to educate consumers about the nature of the agency relationships within real estate transactions. In D.C., the law requires real estate professionals to disclose their agency relationships to ensure that parties understand how their interests will be represented during the property transaction. This is crucial for promoting transparency and trust between buyers, sellers, and their agents. While the goal of these notices is to inform, they do not create a binding brokerage relationship by themselves. The formation of such relationships typically occurs through a separate agreement, such as a listing agreement or a buyer's representation agreement. Regarding document retention, although it is important for brokers to keep records related to transactions, there is no specific seven-year retention requirement tied to agency disclosure notices alone. Lastly, while it's essential for clients to acknowledge receipt of agency disclosures, notarization is not a requirement for these notices to be valid.*

## 6. What was Charmaine's disciplinary offense for not informing her buyer clients about necessary closing documents?

A. Addiction

B. Incompetence

C. Misrepresentation

D. Scope of practice

*Charmaine's disciplinary offense in this context revolves around her failure to inform her buyer clients about necessary closing documents, which signifies a lack of the required knowledge or skills to properly execute her responsibilities as a real estate agent. Incompetence refers to a deficiency in the ability to perform a task to the expected standard, which is directly applicable to her failure to adequately inform her clients. In real estate, it is crucial for agents to ensure that their clients are fully aware of all the documents involved in the closing process, as it impacts the clients' ability to make informed decisions. Neglecting this aspect demonstrates a lack of understanding or knowledge of essential practices in real estate transactions, which is central to the notion of incompetence. Therefore, Charmaine's situation aligns closely with this definition, justifying the choice of incompetence as the correct disciplinary offense.*

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## 7. Which of the following scenarios would exempt a situation from discrimination under fair housing laws?

A. A single mother with children seeking to rent

B. Refusal to rent based on income level

C. Preference for adult-only rentals

D. Denying applicants due to a criminal record

*The scenario of having a preference for adult-only rentals can be considered an exemption under fair housing laws because it can fall under the category of familial status exemptions. The Fair Housing Act prohibits discrimination based on specific protected categories like race, color, national origin, religion, sex, familial status, and disability. However, the law does allow for certain exceptions when it comes to housing designed exclusively for older persons or adult-only communities. Adult-only rentals may be categorically exempt if the housing is defined as "housing for older persons" that meets specific criteria established by law, thus allowing landlords to set age restrictions without violating fair housing laws. This exemption recognizes the legitimate developmental intent behind such housing designations, aiming to create spaces that cater specifically to adults without children. In contrast, the other scenarios listed do not align with the exemptions provided under fair housing laws. They involve discrimination based on income, familial status, or criminal history, which are considered violations of the law. Fair housing regulations are meant to promote equal opportunities for everyone, and thus these factors, when used to discriminate, are not protected under the exemptions.*

## 8. As the buyer's agent, if the seller refuses to sign the agency disclosure, what should you do?

A. Explain that the transaction can't continue without an acknowledgment

B. Leave immediately

C. Make a note of the refusal and the date presented

D. Inform the seller they are required by law to sign

*In this scenario, making a note of the seller's refusal to sign the agency disclosure along with the date it was presented is essential for maintaining a record of the events that have transpired. This documentation can be crucial in providing clarity and proof should any issues arise later in the transaction process. Having a clear record helps in establishing that the disclosure was offered and that the seller was made aware of its importance, which is a critical aspect of ensuring transparency in real estate transactions. It's important in maintaining professionalism and a proper audit trail, especially since agency disclosures are intended to protect both parties involved in the transaction. While it might seem like a good idea to insist on the acknowledgment or to inform the seller about the legal necessity of signing, handling the situation calmly and recording the refusal respects the seller's position and protects the buyer's agent from potential misunderstandings or disputes later on. Leaving immediately may not be constructive since the agent still needs to fulfill their responsibilities in the transaction process, and simply reacting with frustration does not help progress towards a resolution.*

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**9. What is a requirement for the sign Linda must hang outside her brokerage office?**

A. It must include the brokerage name and address and must indicate that Linda is a licensed real estate broker.

B. It only needs to include her name.

C. It only needs to include her name and address.

D. It only needs to include her phone number.

*The requirement for the sign outside Linda's brokerage office is that it must include the brokerage name and address and indicate that Linda is a licensed real estate broker. This is essential because it provides clarity and transparency to the public regarding the identity of the business and the qualifications of the person operating it. Having the brokerage name and address displayed ensures that clients and potential clients can identify where the business is located and whom to contact for real estate services. Furthermore, indicating that Linda is a licensed real estate broker assures the public that they are dealing with a qualified professional. This helps to promote trust and professionalism in the real estate industry, ensuring consumers feel confident when reaching out for assistance. The other choices do not fulfill the necessary requirements as they lack critical information that clients need to clearly identify the brokerage or the broker's licensure status.*

**10. What must Samuel include in his email signature regarding his online disclosure?**

A. His photo

B. His professional title

C. The jurisdictions where he holds a license

D. His social media links

*In the context of real estate practice, it is essential for licensed professionals like Samuel to provide clear and transparent information about their qualifications and licensing status in their communications. Including the jurisdictions where he holds a license in his email signature aligns with regulatory requirements aimed at promoting transparency and ensuring that clients are aware of the professional's legal qualifications. This requirement serves multiple purposes: it establishes credibility, helps clients understand the scope of the professional's abilities, and provides necessary information should clients wish to verify their licensing status with the appropriate regulatory bodies. By making this information readily available, Samuel strengthens his professional integrity and fosters trust with prospective clients. Other elements that could be included in an email signature, such as a photo, professional title, or social media links, might enhance personal branding or communication style but are not mandated in the same way that licensing information is.*

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# Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

https://dcrealestatecommission.examzify.com

We wish you the very best on your exam journey. You've got this!

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