

# PROPERTY AGENTS BOARD

(Property Agents and Land Transactions Act 2005)

## APPLICATION FOR REGISTRATION AS REAL ESTATE AGENT PART 1 DIVISION 1

1 July 2010 – 30 June 2011

**Part 1 covering the Registration of Real Estate Agents is divided into two Divisions:-**

- **Division 1** contains the names of real estate agents who carry on a business as a real estate agent.

### **Please note**

- A real estate agent can be either an individual or a company but only an individual can be employed by another real estate agent.
- A person, other than a qualified agent, cannot imply that he/she is a qualified agent, by the inclusion of his/her name in the company or business name of the real estate agency business.
- All questions must be answered. If a question is not applicable mark "N/A" to indicate that the question has not been overlooked.
- Applications will be delayed if the form is not properly completed, the correct fee is not tendered, or the required additional documents are not supplied.

**The following must be provided with this application:-**

- Correct fees
- Copy of licence/registration/certificate/diploma
- Copy of Professional Indemnity Insurance Certificate of Currency (minimum \$500,000)
- Copy of business name registration certificate (if any)
- A letter advising the name and address of the person granting a franchise and the date on which the franchise was entered into or is to be entered into (if applicable)
- If a Company:-
  - Copy of Constitution
  - Copy of Registration of a Company
  - Copy of form lodged with the Australian Securities Commission, showing appointment of directors and secretaries

**Please return completed application with fees and required documents to:-**

**Executive Officer  
Property Agents Board  
Royal Engineers Building  
2 Davey Street  
Hobart Tas 7000  
Telephone 6234 2700  
Fax 6234 2216  
[board@propertyagentsboard.com.au](mailto:board@propertyagentsboard.com.au)  
[www.propertyagentsboard.com.au](http://www.propertyagentsboard.com.au)**

Office Use Only
Date Received
Date of Hearing
Amount Received \$
Receipt No:
Date Granted
Registration No

## Information applicable for Real Estate Agent - COMPANY

Name:

ACN/ABN

Nominated Agent in Charge

(Surname)

(Given Names)

Registration Number

Statement by Nominated Agent in Charge:

**I have accepted the position as agent in charge with the above company and I am aware of the Rules of Conduct for an agent in charge as provided in Section 82 of the Property Agents and Land Transaction Act 2005.**

Signature

Date

Qualified Director(s)

Surname

Given Names

Residential Address

Registration No

Statement on behalf of Applicant Company

**I, \_\_\_\_\_ agent/director of the above named company being an applicant for registration as a real estate agent Part 1 Division 1 certify that the information provided in this application is true and correct and that the applicant company:-**

- (i) is not in receivership or in liquidation;**
- (ii) has not served a resolution for voluntary winding up (except for the purpose of reorganisation);**
- (iii) has not had a winding up order made in respect of it by the Supreme Court; and**
- (iv) does not have a director, agent, secretary or other similar officer who is disqualified for holding a registration by virtue of Section 60 of the Property Agents and Land Transactions Act 2005**

Signature

Date

## Information applicable for Real Estate Agent- PERSONAL

Name:

Address:

Qualification:

Statement by Applicant

I, the above named,

- (i) am not an undischarged bankrupt;
- (ii) have not made a composition or arrangement with creditors, the debts to which have not been paid in full or the terms have not been fulfilled
- (iii) am not disqualified for holding a licence by virtue of -
  - (i) Section 69 (effect of suspension); or
  - (ii) Section 125 (suspension or disqualification by Board)
- (iv) have not been convicted, in Tasmania or elsewhere, of an offence involving violence or dishonesty; and
- (v) have not had a licence granted in another State or Territory of Australia, suspended or revoked.
- (vi) have been employed full-time as a property consultant for a period of two years during the last five years.

Signature

Date

## Information applicable for all applicants

Proposed Trading Name (if applicable)

Telephone No

Facsimile No

e-mail address

Principal Place of Business

Additional Branches (if applicable)

Professional Indemnity Insurance Provider

## FEES

All fees inclusive of GST

### Application Fees

**Personal**

**\$123.75**

**Company**

**\$247.50**

### Registration Fees - Real Estate Agent Part 1 Division 1

**\$371.25**

**Plus** for each property consultant or assistant property manager to be employed at date of registration

**\$62.50**