

PROPERTY AGENTS BOARD

(Property Agents and Land Transactions Act 2005)

APPLICATION FOR REGISTRATION AS REAL ESTATE AGENT PART 1 DIVISION 1

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
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

\$136.15

Company

\$272.30

Registration Fees - Real Estate Agent Part 1 Division 1

\$408.40

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

\$68.80