

**MUTUAL RECOGNITION ACT 1992 AND  
PROPERTY AGENTS AND LAND TRANSACTIONS ACT 2005**

**NOTICE TO THE PROPERTY AGENTS BOARD BY A  
PERSON  
REGISTERED/LICENSED IN ANOTHER STATE OR TERRITORY, SEEKING  
REGISTRATION IN TASMANIA TO CONDUCT A BUSINESS**

NAME OF APPLICANT:

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TYPE OF REGISTRATION BEING APPLIED FOR:

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**INSTRUCTIONS & GENERAL INFORMATION**

1. To be eligible for Tasmanian registration under the principles of mutual recognition applicants must currently hold an equivalent licence/registration in another participating State or Territory. The licence/registration must be free of conditions or restrictions that resulted from disciplinary, criminal or civil action.
2. Notify the Board in writing and provide information and documentation specified under Section 19 of the Mutual Recognition Act 1992.
3. The original, or a certified complete and accurate copy, of each equivalent interstate licence/registration must be attached to this form.
4. If there is insufficient space on this form please attach a separate sheet of paper.
5. Applications must be accompanied by details of professional indemnity insurance.
6. A registration will not be issued until the application and registration fees are paid and any other requirements appropriate to the application have been complied with.
7. Please ensure that all questions are answered. If a question is not applicable mark "N/A" to indicate that the question has not been overlooked.
8. Applications will be delayed if the form is not properly completed, the correct fees are not tendered, or the required additional documents are not supplied.
9. 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 a real estate agency business.

**FEES**

All fees inclusive of GST

<b>Application Fee</b>	<b>\$136.15</b>
<b>Registration Fees</b>	
<b>Real Estate Agent Part 1 Division 1</b>	<b>\$408.40</b>
Plus for each property consultant or assistant property manager to be employed at date of registration	<b>\$68.80</b>
<b>Property Manager Part 2 Division 1</b>	<b>\$341.10</b>
Plus for each property consultant or assistant property manager to be employed at date of registration	<b>\$68.80</b>
<b>General Auctioneer Part 3</b>	<b>\$408.40</b>

Please return completed application, fees and required documents to:

**THE EXECUTIVE OFFICER  
PROPERTY AGENTS BOARD  
ROYAL ENGINEERS BUILDING  
2 DAVEY STREET  
HOBART TAS 7000**

**PH: (03) 6234 2700  
FAX: (03) 6234 2216  
board@propertyagentsboard.com.au  
www.propertyagentsboard.com.au**

**For Office Use Only**

Date Received:  
Date of Hearing:  
Amount Received:\$  
Receipt No. Issued:  
Date Granted:  
Registration No. Issued:

ALL QUESTIONS MUST BE ANSWERED OTHERWISE THE ISSUE OF THE REGISTRATION MAY BE DELAYED

TYPE OF REGISTRATION

NAME OF APPLICANT:

RESIDENTIAL ADDRESS:

AUTHORISED PLACE OF BUSINESS ADDRESS:

TELEPHONE AND FACSIMILE NUMBERS OF AUTHORISED PLACE OF BUSINESS:

Telephone number ( ) Fax Number ( )

PROPOSED TRADING NAME (if any):

PROFESSIONAL INDEMNITY INSURANCE PROVIDER:

(Name of insurance company)

AMOUNT OF PROFESSIONAL INDEMNITY INSURANCE:

LISTED BELOW ARE THE DETAILS OF ALL REGISTRATIONS CURRENTLY HELD BY ME THAT ARE EQUIVALENT TO A TASMANIAN REGISTRATION:

Registration Held	Year of Licence	State or Territory	Licence or Certificate No.

HAS ANY DISCIPLINARY ACTION BEEN TAKEN AGAINST YOU UNDER SIMILAR LEGISLATION IN ANOTHER STATE OR TERRITORY OF AUSTRALIA?

Yes

No

IF "YES", PLEASE PROVIDE FULL DETAILS BELOW:

State or Territory	Nature of Disciplinary Action

ARE THERE ANY SPECIAL CONDITIONS THAT APPLY TO ANY OF THE REGISTRATIONS LISTED ABOVE, OTHER THAN AS THE RESULT OF CRIMINAL, CIVIL OR DISCIPLINARY PROCEEDINGS IN ANY STATE OR TERRITORY?

Yes

No

IF "YES" PLEASE PROVIDE FULL DETAILS BELOW:

## STATUTORY NOTIFICATION

- I \_\_\_\_\_
- (a) give notice to the Property Agents Board that in accordance with the principles of mutual recognition I am seeking to be registered for the purposes of the Property Agents and Land Transactions Act 2005. I acknowledge for the purpose of this notice that the word "registration" wherever used, includes the appropriate meaning of licensing, approval, admission, certification or any other form of registration of a person required under legislation for the carrying on of an occupation.
- (b) state that:
- (i) I am registered for the occupation(s) listed above;
  - (ii) I am seeking to be registered in accordance with the principles of mutual recognition;
  - (iii) I have specified above all of the States and Territories in which I hold registration that is equivalent to the Tasmanian registration;
  - (iv) I am not the subject of disciplinary proceedings, including preliminary investigations or action that may lead to disciplinary proceedings, in relation to the occupation(s) listed above, in any State or Territory;
  - (v) My registration for the occupation(s) listed above is not cancelled or currently suspended as a result of disciplinary action;
  - (vi) I am not otherwise personally prohibited from carrying on the occupation(s) listed above in any State or Territory;
  - (vii) I am not subject to any special conditions in carrying on the occupation(s) listed above in any State or Territory, as a result of criminal, civil or disciplinary proceedings;
  - (viii) I have specified any special conditions to which I am subject in carrying on the occupation(s) listed in any State or Territory;
  - (ix) I consent to the making of inquiries of and exchange of information with, the authorities of any State or Territory regarding my activities in the occupation(s) listed above and otherwise regarding matters relevant to my notice.
  - (x) have not been convicted, in Tasmania or elsewhere, of an offence involving violence or dishonesty.
- (c) certify that:
- (i) the documentation evidencing registration for each of the occupations listed above is attached and is-
    - \*\* the original licence, certificate or registration;
    - \*\* a complete and accurate copy of the licence, certificate or registration;
    - (\*\* delete if not applicable)
  - (ii) I am not an undischarged bankrupt;
  - (iii) I 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.

**STATUTORY DECLARATION**

I \_\_\_\_\_  
(Insert full name)

of \_\_\_\_\_  
(insert residential address)

do solemnly and sincerely declare that the details, statements and information in this notice and the attachments are complete and correct in every detail, to the best of my knowledge and belief. I make this solemn declaration by virtue of the Statutory Declarations Act 1959 (Commonwealth) and subject to the penalties provided by the Act for the making of false statements in declarations, conscientiously believing the statement contained in this declaration to be true in every particular.

Signature of person making declaration \_\_\_\_\_

Declared at \_\_\_\_\_  
(Insert place and State/Territory)

this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Before me \_\_\_\_\_  
(Signature of Justice of the Peace/Commissioner for Declarations before whom the declaration is made)

NAME OF PERSON AND CONTACT TELEPHONE NUMBER WITH REGARD TO THIS APPLICATION:

Name	Telephone Number (     )
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***THE FOLLOWING DOCUMENTATION MUST BE PROVIDED WITH THIS APPLICATION***

- (a) Copy of business name registration certificate (if any)
- (b) Copy of the Professional Indemnity Insurance Certificate of Currency (minimum \$500,000 real estate agents/property managers and \$250,000 general auctioneers)
- (c) If applicable, 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.
- (d) Copy of licence/registration/certificate/diploma