

Application for Membership - Accredited Agency



Business Entity

Business Entity type: Corporation* Partnership* Sole Trader

Business Entity: _____

Trading As: _____

ABN: _____ ACN: _____

*** Please Note: A copy of the corporation license must be attached with this application.**

Office Details

Street Address: _____

Postcode: _____

Postal Address: _____ Postcode: _____

Telephone: _____ Fax: _____

Email: _____ Website: _____

Please Note:
If you have a Branch Office please contact Membership for a Branch Office application form.

Office Activities – services that your office currently offers

- Auction Service Business Brokers Buyers Agent Holiday Letting Rural Sales
 Management Rights Property Management Residential Sales Commercial Property

Nominating a Responsible Officer

1. If the entity is a corporation – a licensee who is also a director; or
2. If the entity is a partnership – a licensee who is a partner or if one or more corporations are partners, a licensee who is also a director of any such corporation; or
3. If the entity is a sole trader- the principal licensee.

Responsible Officer: Title: Mr/Mrs/Ms/Miss

First Name: _____ Surname: _____

Email: _____ Mobile: _____

DOB: ___/___ [dd/mm] _____ [yyyy – optional] Current REIQ individual member: No Yes – # _____

Year commenced in the industry: _____

Please Note: A copy of the Responsible Officer real estate license must be attached with this application.

Licensee in Charge

Is the Licensee in Charge the same as the Responsible Officer: Yes No - *Provide details below**

Licensee in Charge (Head office): Title: Mr/Mrs/Ms/Miss

First Name: _____ Surname: _____

Email: _____ Mobile: _____

DOB: ___/___ [dd/mm] _____ [yyyy – optional] Current REIQ individual member: No Yes – # _____

Year commenced in the industry: _____

Membership of the REIQ requires the Licensee in Charge to complete the Continuing Professional Development Core Module (CPD) within 30 days of admittance and annual CPD requirements. Application will be processed for provisional membership, pending completion of core module within 30 days. If CPD is not completed within 30 days, membership is terminated and there will be NO refund of fees paid.

***Please Note: A copy of the Licensee in Charge real estate license must be attached with this application.**

Other Directors:

Name: _____ Email: _____ Licensed Unlicensed

Name: _____ Email: _____ Licensed Unlicensed

Name: _____ Email: _____ Licensed Unlicensed

Areas of Interest

Registering your Area of Interest is free and exclusive to REIQ accredited agency members. Interest groups provide a forum for you to update your education and networking opportunities, and to share your knowledge and experience with professionals working within your field of speciality. Please ensure you have provided your email address. Information can be forwarded by ticking the boxes provided.

Responsible Officer

- Auctioneering
- Business Broking
- Buyers Agent
- Commercial Property
- Management Rights
- Property Management
- Young Agents Group

Licensee in charge

- Auctioneering
- Business Broking
- Buyers Agent
- Commercial Property
- Management Rights
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Professional Indemnity Insurance

It is a requirement of REIQ membership that all accredited agencies (including restricted letting agents) maintain Professional Indemnity Insurance (PII) cover of not less than \$1,000,000. Aon Risk Services offer an exclusive tailored package for REIQ members. For further details and REIQ member rates please contact the AON team on 07 3223 7400. Application will be processed for provisional membership pending receipt of a copy of the policy schedule being received at REIQ within 30 days of application. If a copy of the PII policy schedule is not provided within 30 days, membership is terminated and there will be NO refund of fees paid.

Company: _____ Policy Number: _____

Cover: \$ _____ Expiry Date: _____

Please note: A copy of the PII policy schedule must be attached or provided within 30 days of application.

Membership Fees and Subscriptions

\$440.00 (inc GST) Six monthly subscriptions (January – June / July – December).

If joining within a six monthly period as stated above a pro-rata subscription applies. This fee structure is included within your member benefits information kit and is also available from membership on 07 3249 7313.

Payment is required in advance and a tax receipt will be issued with your confirmation letter. Please note: the membership fee does not include access to Realworks. To subscribe to Realworks, please complete the attached form.

- Cheque (Please make cheques payable to the REIQ)
- Visa MasterCard Amex (N.B. we cannot accept Diners) Expiry Date: ___/___ Amount \$ _____

Credit Card Number:

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 CCV*

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*The Card Check Value (CCV) for MasterCard & Visa: the last three digits of the number found in the card's signature block on the back
Amex: the four digits at the top right of the card number on the front

Cardholder's Name: _____ **Cardholder's Signature:** _____

Declaration

I declare that the statements set out above are true. I undertake to be bound by the Constitution, the Standards of Business Practice and any rules, regulations or By-Laws now existing, or at any time existing (copies of the By-laws and Constitution can be found at <http://www.reiq.com.au/Membership/index.asp>). I hereby certify that I have the authority to sign this form and bind any company, firm or person associated with this application. I agree that in the event of any dispute with any other member or members of the Institute or with any person concerning any matter which is provided for in the said Constitution, the Standards of Business Practice and any rules, regulations or By-Laws of the Institute, I will use my best endeavours to resolve the dispute in accordance with the Standards of Business Practice, failing which I agree to forthwith submit such dispute to the Professional Standards Tribunal of the Institute and agree to be bound by the decision of such Tribunal.

Name: _____ Signature: _____

Position: Responsible Officer Director Date: _____

Privacy Policy

The personal information you have provided on this form may be used to contact you with information on new products, services and industry events, or simply to participate in member surveys. The vast majority of our members and non-member clients welcome this communication. However, in full recognition and respect of your privacy rights, you can manage your communication options at www.memberlink.com.au.

To view our full Privacy Policy, please go to www.reiq.com.au or contact REIQ membership on 07 3249 7313.

Please send completed application to: REIQ, PO Box 1555, Coorparoo DC Q 4151, fax: 07 3249 6213 or email: membership@reiq.com.au

