

Application for Membership

Category A - Principal Real Estate Office



REIT APPLICANT INFORMATION

Membership fees are as follows

(charged bi-annually and paid as six monthly installments all inclusive of GST).

- Up to 6 registered staff: \$614.50
- 7 to 10 registered staff: \$1152.00
- 11 to 15 registered staff: \$1689.60
- Over 16 registered staff: \$2304.00

To APPLY

- Complete the Application Form
- Attach any additional information
- Send to GPO Box 868 Hobart TAS 7001
OR email reit@reit.com.au

The annual subscription fee for RealForms is;

- Up to 6 users: \$499.00 per annum
- Between 7 and 10 users: \$699.00 per annum
- Between 11 and 15 users: \$999.00 per annum
- Between 16 to 30 users: \$1,299.00 per annum
- Between 31 and 50 users: \$2,199.00 per annum
- Over 51 users: \$2,699.00 per annum

APPLICATION

Name of Company holding Estate Agent's License:

(Insert name of company)

Hereby applies to become a member of the Real Estate Institute of Tasmania, and declares that the details set out in the application are true and correct.

Trading as:

(Insert "as above" or business name which has been approved by the Property Agents Board)

Registered with/approved by the Property Agents Board: Yes No

Business address

Business phone

 Fax

Agency website

Business email

Branch Office(s):

- 1.
- 2.
- 3.
- 4.

(Attach list if insufficient space)

Application Form

REIT Agency Membership



LICENSE HOLDER

Mr Mrs Ms Name

Residential address

Years in real estate

Qualifications: ie Diploma of Property Services (Real Estate)

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Person in Effective Control of the Office (if different to the above)

Mr Mrs Ms Name

Qualifications:

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Application Form

REIT Agency Membership



AGENCY DIRECTORS

Please provide details of all Agency directors

Director

Mr Mrs Ms Name

Residential address

Qualifications:

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Director

Mr Mrs Ms Name

Residential address

Qualifications:

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Application Form

REIT Agency Membership



AGENCY DIRECTORS

Director

Mr Mrs Ms Name

Residential address

Qualifications:

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Director

Mr Mrs Ms Name

Residential address

Qualifications:

Industry experience (eg. region/state/country of employment, details of particular agencies etc)

- 1.
- 2.
- 3.
- 4.
- 5.

Attach details of any additional directors as required and please advise the REIT of any changes to the directors as and when they occur.

Application Form

REIT Agency Membership



FEES

- REIT membership is charged bi-annually and paid as six monthly installments (all inclusive of GST).
- Membership is also subject to an active REI Forms Live subscription.

REIT Membership Fees

Registered Staff	Monthly	Bi-Annual
Up to 6	\$102.40	\$614.50
7 to 10	\$192.00	\$1152.00
11 to 15	\$281.60	\$1689.60
Over 16	\$384.00	\$2304.00

RealForms Subscription

Registered Users	Yearly
Up to 6	\$499.00
7 to 10	\$699.00
11 to 15	\$999.00
16 to 30	\$1,299.00
31 to 50	\$2,199.00
Over 51	\$2,699.00

Application Form

REIT Agency Membership



ACKNOWLEDGEMENT AND CONFIRMATION

I also acknowledge and confirm that –

- a. there are no allegations or proceedings against me, or a company of which I am a director or in which I have a controlling interest, pending or currently before the Australian Competition and Consumer Commission, Property Agents Board of Tasmania, Consumer, Business and Occupational Services Tasmania, a tribunal, or a court;
- b. there are no unsatisfied judgements or orders against me, or a company of which I am a director or in which I have a controlling interest, in a court or tribunal; nor are there any current enforceable undertakings provided to the Australian Competition and Consumer Commission, Property Agents Board of Tasmania or Consumer, Business and Occupational Services Tasmania by me or by a company of which I am a director or in which I have a controlling interest;
- c. have not within the five years prior to applying for Membership been an undischarged bankrupt, suspended payment of debts or compromised with my creditors;
- d. have not within the previous ten (10) years, whether within Australia or elsewhere, been convicted of a criminal offence or had proven against them a criminal offence punishable by imprisonment of three months or more;
- e. have not been convicted of a prescribed offence or had proven against me a prescribed offence pursuant to the provisions of the Corporations Act;
- f. If a Business, are not insolvent, in administration, in the process of winding up, dissolution or assignment for the benefit of creditors, or a branch office of a company that is in the process of winding up, dissolution or assignment for the benefit of creditors.
- g. If an Owners Corporation Manager or Business, have not within the previous five (5) years: (i) been found by any Court, Tribunal, agency, authority or the Director of Consumer Affairs Tasmania to have breached legislation (including delegated legislation); or failed to comply with an order or direction given by (or an undertaking given to) a Court, Tribunal, agency, authority or the Director of Consumer Affairs Tasmania;
- h. If an Valuation Business, have not within the previous five (5) years: (i) been found by any Court, Tribunal, agency, authority or the Director of Consumer Affairs Tasmania to have breached legislation (including delegated legislation); or failed to comply with an order or direction given by (or an undertaking given to) a Court, Tribunal, agency, authority or the Director of Consumer Affairs Tasmania;
- i. I have paid all moneys owing to the REIT whether fines, compensation or otherwise and I am not, nor have I been, a director of a company or a company in which I have a controlling interest, that is indebted to the REIT
- j. I am not aware of any other circumstances that may adversely affect my application for membership;
- k. the contents of my application and accompanying documents are true and correct and will be relied upon by the REIT in considering and determining my application;
- l. I/we consent to information being given to me/us by means of an electronic communication;
- m. I have provided true and accurate details in support of my application for membership.

I agree that on becoming a member of the REIT, I will -

- a. be bound by the REIT Constitution, By Laws, Code of Conduct, Rules of Practice and Guidelines in effect from time to time and the requirements of an REIT Division or Chapter or both of which I may be a member;
- b. pay monies to the REIT in accordance with its usual terms of trade;
- c. notify the REIT in writing of any changes to the details provided in my application within 14 days of a change occurring;
- d. receive information about the REIT's activities, products, and services and those of third parties by commercial electronic message, subject to Australian Privacy Principle 7;
- e. comply with the terms and conditions as detailed on reit.com.au

Signature:

Date:

Print Name:

Application Form

REIT Agency Membership



ACKNOWLEDGEMENT

IMPORTANT

By applying to become a member of the Real Estate Institute of Tasmania, I acknowledge and agree to also comply with;

1. I agree to comply with and be bound by the REIT Code of Practice, Articles of Association and By-Laws of the REIT and relevant Branch
2. I agree to supply all sold figures and rental data to the REIT
3. I acknowledge that my membership application is also subject to be subscribing to RealForms and that if I do not continue that subscription, my membership will also be terminated by the REIT. To subscribe, go to: <https://app.reitforms.com.au> and click 'Sign up'.
4. The information provided is true, accurate and complete

ABN number

LICENSEE (sign)

DIRECTOR (sign)

SECRETARY (sign)

DATE

FOR BRANCH USE ONLY

(TO BE COMPLETED AS SOON AS POSSIBLE - MUST BE COMPLETED IN FULL)

THE BRANCH APPROVES

DOES NOT APPROVE THE APPLICATION

If not approved, state reasons

- 1.
- 2.
- 3.
- 4.

Signature of Chief Executive Officer / Branch Secretary

Date

Application Form

REIT Agency Membership



PRIVACY STATEMENT

The Privacy Act 1988 (Cth) (the Act) allows personal information to be collected, used and disclosed for the purposes for which it was collected, and otherwise in accordance with the Act. This Privacy Policy only applies to the extent The Real Estate Institute of Tasmania (the REIT) collects, uses and discloses personal information. REIT may amend, or amend and restate, this Privacy Policy from time to time and may subsequently notify its Members of any changes to this Privacy Policy by updating it on REIT's website or by other written notification to its Members. Any changes to this Privacy Policy take effect upon the earlier of the update to the website or other notification to its Members.

REIT is a member based organisation whose members are mainly real estate organisations and agents in Tasmania. This Application Form requires certain information including personal information about the Applicant to be collected.

Personal information may be collected during the membership Application and processing stages as well as during the course of the Member's REIT membership (assuming the Application is approved). REIT takes reasonable precautions to protect the personal information it holds from misuse, loss, and unauthorised access, modification or disclosure.

The information including personal information provided in relation to this Application Form is considered by REIT, including its Membership Team and its Board. If the Applicant is approved for membership (as a Member), REIT may use the information including personal information as required pursuant to the Constitution and By-Laws of REIT and to provide and promote to Members, and to inform Members about, membership products, benefits and services including (without limitation): (a) publications; (b) professional development courses and webinars; (c) to advise of, and prepare for, events; (d) to give to related entities, preferred suppliers, sponsors, contractors or other third parties so that they can provide and supply their required products, services and benefits, or market and promote their own products, services and benefits, to Members of REIT; (e) to process any payment (including without limit the exchange of personal information with the relevant payment provider, where necessary); and (f) as required by applicable laws. Personal information collected about the Applicant may be disclosed by REIT for the purpose for which it was collected to other parties including to members of the Branch committees, third parties providing educational and development courses, preferred suppliers and service providers, sponsors, contractors, relevant payment providers and to any relevant government body or authority or as otherwise required by applicable laws. If the information including personal information is not provided by the Applicant, REIT may not be able to assess and process this Application Form or, if this Application Form is approved, provide products, services and benefits to the Member effectively or at all.

A membership directory is listed on the REIT website for access by consumers and other members of the general public, who may also make general enquiries about a Member and contact a Member with the contact details provided. The membership directory includes limited personal information and contact details of the Member.

If the Applicant is approved (as a Member), REIT may also use the Applicant's information including personal information (but not including any sensitive information) for marketing and research purposes, to analyse and improve products, benefits and services and to inform the Applicant of benefits, products and services provided by REIT, its related entities, preferred suppliers, sponsors, contractors or other third parties which REIT consider may be of value or interest to the Applicant; unless the Applicant tells REIT (see opt out option below) or has previously told REIT not to. If the Applicant **does not** wish to receive information about products, services or benefits then, to opt-out of receiving that information, please contact the REIT for that purpose at reit@reit.com.au or on (03) 6223-4769. Please allow 10 business days before any opt-out becomes effective.

The Applicant has the right to request access to any personal information held by REIT which relates to them, unless REIT is permitted by law (including the Act) to withhold that information. REIT may charge a reasonable fee where access to personal information is provided. REIT may charge a reasonable fee where access to personal information is provided (no fee may be charged for making an application to access personal information). Any requests for access to the Applicant's personal information should be made in writing to the Privacy Officer (specified below). The Applicant has the right to request the correction of any personal information which relates to them that is inaccurate, incomplete, out-of-date, irrelevant or misleading.

If the Applicant requires any further information about REIT's management of personal information or has any queries or complaints, they should contact:

The Privacy Officer
The Real Estate Institute of Tasmania
33 Melville Street, Hobart TAS 7000 reit@reit.com.au

By signing this Application Form, the Applicant acknowledges that it has read, understands and accepts the terms of this Privacy Policy and the permissions to collect, use and disclose personal information, and the Applicant authorises REIT to collect, use and disclose, in accordance with the Act, their personal information for the purposes specified in this Privacy Policy.

All information updated May 2019
Office Use:

ABN: 92 009 481 207
VER: 06-19