

# APPLICATION FOR REIV LICENSED / REPRESENTATIVE MEMBERSHIP

This application is for individual membership.

If you are the Principal of an agency, please complete the office member application instead.

## Eligibility for REIV Membership

As per membership requirements under the REIV Constitution and By-Laws

1. You must be an Agent's Representative or Licensed Estate Agent and working for an REIV member Agency
2. You must be registered with the Business Licence Authority under the agency listed on your application before you can be approved

## The Application Process

1. Please return this completed application form to: [membership@reiv.com.au](mailto:membership@reiv.com.au) or 335 Camberwell Rd, Camberwell VIC 3124.
2. Licensed Estate Agent Membership applicants, please attach a copy of your Transcript of Results - Certificate IV in Property Services\*
3. Once received, your application will be advertised for 14 days in the 'Members-only' section of the REIV website.
4. If the REIV does not receive an objection to your application, and the requirements for Membership are met, the application is approved.

*\* Transcript of Results – the certificates provided by the Registered Training Organisation (RTO) where your Certificate IV in Property Services was completed.*

## Application for REIV Licensed / Representative Membership

I apply to become a member of The Real Estate Institute of Victoria Ltd ACN 004 210 897 (REIV) in the following category – (place a tick in the appropriate box)

Licensed Member **\$296** (incls GST)

Please include a copy of your Transcript of Results of Certificate IV in Property Services.

**OR**

Representative Member **\$195** (incls GST)

### Applicant's Details (please print)

Mr  Miss  Mrs  Ms

\_\_\_\_\_  
First Name Middle Name Last Name

\_\_\_\_\_  
Preferred Name Date of birth / /

(which will appear on your correspondence)

\_\_\_\_\_  
Estate agent licence no. (Licensed Estate Agents Only)

\_\_\_\_\_  
Email Mobile

(used for all REIV communications)

\_\_\_\_\_  
Home address

Please indicate your preferred mailing address for correspondence

Office  Home  Other (please list)

### Employment Details

Title - Please indicate by placing tick in the appropriate box

\*Officer in Effective Control  Sole Trader  Partner  Branch Manager

\*Director  Shareholder  Employee – Sales  Employee – Property Management

### Office Details

\_\_\_\_\_  
Registered trading name

(As registered with the Business Licensing Authority)

\_\_\_\_\_  
OIEC Branch Manager

\_\_\_\_\_  
Business address

(As registered with the Business Licensing Authority)

## Payment Details

The REIV membership renewal date is 1 July. You will be charged a pro-rata membership fee for the current financial year upon approval of your application.

### Credit Card Details

Charge my credit card (please tick):  Mastercard  Visa  American Express

Card number

Expiry date

Cardholder's Name

Cardholder's signature

Or Cheque made payable to **"The Real Estate Institute of Victoria Ltd"**.

## Privacy Act 1988 – Notification of collection of personal information

The following information is provided to you in accordance with Australian Privacy Principle 5.

The entity collecting your personal information is the REIV. The REIV's contact details are: 335 Camberwell Road, Camberwell 3124; telephone: (03) 9205 6666; facsimile: (03) 9205 6699; email: reiv@reiv.com.au

The REIV collects and will use and disclose your personal information in connection with your application for membership. If your membership application is not successful your application form, including your personal information, and accompanying documents will be destroyed.

If your application is successful, you consent to the REIV collecting, holding, using, and disclosing your personal information for the following purposes –

- (a) in connection with or in relation to providing you with the benefits of membership, including member rewards programs and website listing
- (b) to advise and communicate with members, Consumer Affairs Victoria, law enforcement agencies, suppliers to the REIV or the public or some or all of them about whether you are or have ceased to be a member or about matters in connection with or in relation to your membership in general
- (c) to advise professional indemnity insurers of your membership
- (d) in connection with or in relation to providing you with training, professional development or social functions or some or all these things
- (e) to provide you with products, services or both whether in electronic or some other form
- (f) direct marketing
- (g) in connection with or in relation to compliance with the REIV Constitution, By-Laws, Code of Conduct, Rules of Practice, Estate Agents Act 1980 (EAA), Sale of Land Act 1962 and regulations made under either or both of these Acts
- (h) to provide the REIV Board of Directors, management and staff with details of your membership for administrative or management purposes or both
- (i) to advise police, emergency services, your health care professional, or your spouse or domestic partner or some or all of them if you are involved in an incident affecting your person, safety, or health whilst attending or in the immediate vicinity of an REIV training or professional development activity, seminar, function, or other activity
- (j) as required by law

The main consequences for you if some or all of your personal information is not collected by the REIV is that the REIV may not be able to process your application for membership, and if your application is successful, the REIV

may not be able to provide you with the full benefits of membership, including the matters specifically mentioned above.

The REIV's Privacy Policy contains information about how you may access the personal information the REIV holds about you and seek correction of that information. It also contains information about how you may complain to the REIV about a breach of the Australian Privacy Principles and how the REIV will deal with your complaint. The REIV's Privacy Policy may be viewed at <http://www.reiv.com.au>

The REIV is unlikely to disclose your personal information to overseas recipients.

## 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, Consumer Affairs Victoria, 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 or Consumer Affairs Victoria by me or by a company of which I am a director or in which I have a controlling interest
- (c) I have paid all moneys owing to the REIV 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 REIV
- (d) I am not aware of any other circumstances that may adversely affect my application for membership
- (e) the contents of my application and accompanying documents are true and correct and will be relied upon by the REIV in considering and determining my application
- (f) I/we consent to information being given to me/us by means of an electronic communication

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

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

**Signature**

**Date**

/ /

**Print Name**