



Why you should you be an Affiliate of the Institute

Receive education and professional development training

A wide range of training courses, seminars and events are held each year. As an Affiliate you have access to these services and may be eligible for pricing discounts.

Stay informed and up to date with the latest in the property market

REIV gives you access to a range of information and the most comprehensive and cost-effective property data and graphics for use in marketing collateral and to advise clients on the latest property prices and trends.

The Institute's journal – 'The Estate Agent' – an essential information source on what's happening in the industry, real estate practice, legislative changes and professional development opportunities.

The REIV annual diary is a ready reckoner for all real estate professionals.

Benefit from expert communications services

Be represented on policy and regulatory issues as the REIV develops and implements strategies that build professionalism in the industry and improve the profile of the real estate professionals.

reiv.com.au contains REIV media releases and Practice Notes, details of educational courses, latest property prices and trends, legislative changes, REIV Codes and Rules of Practice and property links.

The latest and most comprehensive Property Research data

REIV Research is second-to-none, with a reputation as the most timely, affordable and comprehensive market insights available. As an Affiliate you may use the information in marketing material, property appraisals and for general information.

Information and support

Access guidance and advice from the REIV Information Officers, who are all qualified real estate agents, and can assist you with queries on various aspects of Estate Agency Practice.

Application for Affiliate of the Institute

- » A company may be admitted as an Affiliate Company of the REIV if the company has an interest in real estate and is otherwise ineligible for membership in any category.
- » A natural person may be admitted as an Affiliate of the Institute if the applicant is employed in an estate agency business or is a member of an affiliated association or organisation and is otherwise ineligible for membership in a Membership Category.

The Application Process

Complete this application form and return to the REIV for processing.

Your application will be submitted to the Board of Directors for approval.

Note:

The Board of Directors may permit any Person not eligible for Membership of the Institute, to be admitted as an Affiliate on such terms and conditions as the Board considers appropriate.

An Affiliate is not:

- i. a Member
- ii. entitled or permitted: (A) to vote at any General Meeting or Annual General Meeting or at any meeting of a Division or Chapter; (B) to vote in any election conducted under this Constitution; (C) to hold any office in the Institute; (D) subject to clauses 11.1(e), 12.1(c) and 12.3(a)(ii), to serve on any committee, section, group or council of the Institute; (E) to have any interest in the assets of the Institute; or (F) exercise any rights of membership of the Institute, other than those expressly permitted by the Board to be exercised by such persons.

Subject to clause 5(b), an Affiliate is bound by the Constitution as if the Affiliate was a Member.

Extract from the Constitution of the Real Estate Institute of Victoria Ltd.

APPLICATION APPROVAL PROCESS

1. Please return this completed application form to:
membership@reiv.com.au or
335 Camberwell Rd, Camberwell VIC 3124.
2. Once membership fees are paid temporary access to services may be granted, however your Membership will only be confirmed after the process below has been completed. During this period you will be a Provisional Member.
3. Your application will be checked and referred to the Board appointed Membership Committee for approval.
4. The Membership team will contact you as soon as your application is approved.

Payment and additional information

Fees and Payment Details	Monthly (Direct Debit Only)	Annual
Affiliate of the Institute - Individual	\$18.25	\$219
Affiliate of the Institute - Company	\$75.33	\$904

Select Monthly or Annual payment

Please note, no extra charges apply when paying by monthly direct debit.

Monthly Direct Debit

- Complete the Direct Debit Request Authorisation Form ([Appendix 2](#))

Annual Payment

- The REIV membership renewal date is 1 July. You will be charged a pro-rata amount for the current financial year upon approval of your application.
- On receipt of application, we will contact you for payment. You may pay via credit card, EFT or BPay.

Membership services will be available only after payment.

Application for Affiliate of the Institute



I hereby apply to become an Affiliate of The Real Estate Institute of Victoria Ltd., and declare the details set out in this application are true and correct. The information provided in this application will be treated as confidential in accordance with the REIV's Privacy Policy. I understand that as a Affiliate of the Institute I am not a member of the REIV.

Application Type: Individual Company* * A company application includes individual affiliate status for one nominated person.

Applicant's Details (please print)

Mr	Miss	Mrs	Ms		
Given Names			Surname		
Private Address				Postcode	
Home Phone		Mobile			
Email			Date of Birth		
Are you an Estate Agent?	No	Yes	Licence No.	Date of Issue	
Are you an Agent's Representative?	No	Yes	Date course completed		
Are you a Qualified Valuer?	Yes	No			
Have you previously held Membership of the REIV or of any other State or Territory Real Estate Institute in Australia?				Yes	No

Employment Details

Name of Employer		
Trading Name		
Type of Business		
Applicant's position in company or firm		
Business Address		Postcode
Phone	Fax	
Email		
Does your employer have a Corporate Real Estate Licence?	Yes	No
Please indicate your preferred mailing address:	private	business

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. If your 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 –

- in connection with or in relation to providing you with the benefits of your affiliation, including member benefits programs and member search services
- 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 an Affiliate of the Institute or about matters in connection with or in relation to your being an Affiliate of the Institute in general
- in connection with or in relation to providing you with training, professional development or social functions or some or all of these things
- to provide you with products, services or both whether in electronic or some other form
- direct marketing
- 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
- to provide the REIV Board of Directors, management and staff with details of your affiliation for administrative or management purposes or both
- 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
- 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, and if your application is successful, the REIV may not be able to provide you with the full benefits, 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.

Acknowledgements and confirmation

I acknowledge and confirm I have been provided with copies of the following REIV documents: Constitution, By Laws, Code of Conduct, Rules of Practice and Guidelines and that I have acquainted myself with the content of the documents, before completing and lodging this application.

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
- 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 consent to information being given to me by means of an electronic communication

I agree that on becoming an Affiliate of the Institute, I will –

- i. be bound by the REIV Constitution, By Laws, Code of Conduct, Rules of Practice and Guidelines in effect from time to time
- ii. pay monies to the REIV in accordance with its usual terms of trade
- iii. notify the REIV in writing of any changes to the details provided in my application within 14 days of a change occurring
- iv. 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

Date _____ / _____ / 20_____

Signature _____

APPENDIX B - DIRECT DEBIT REQUEST AUTHORISATION FORM (DDR FORM)

The member named below authorises The Real Estate Institute of Victoria LTD, ACN 004 210 897, to debit the accounts at the Financial Institution identified below through the Bulk Electronic Clearing System (BECS) in accordance to the Payment Arrangements stated below and in the [Direct Debit Request Terms & Conditions \(June 2020\)](#) (DDR Service Agreement).

MEMBER DETAILS

Individual Membership

Membership Number

Given Name

Surname

Email

Phone

Monthly Membership Fee \$.

Company Membership

Membership Number

Company Name

ACN/ABN

Email

Phone

Monthly Membership Fee \$.

CONTACT DETAILS

Address State Postcode

PAYMENT ARRANGEMENT

For the total amount billed for the specified period for this agreement (or amendments) including associated fee/charges as detailed.

Recurring Payment Commencing MM / YYYY Total Monthly Debit amount of: \$. per month

Payment terms are based on monthly payments continuing until further notice. *(Individual and/or Company Fee per month)*
(Failed Payment: \$3.30 fee will be added to next payment).

Credit Card Authorisation

Card Type : Visa Amex Mastercard

Card Number

Expiry Date /

or

Bank Account Authorisation

(Direct Debit is not available on all accounts, if in doubt please refer to your financial institution).

Financial Institution

Branch Postcode Account Holder Name

BSB Number - Account Number

This Authorisation is to remain in force in accordance with the Terms and Conditions of the provided DDR Service Agreement, that I/we have read and understood.

Authorising Signature: Date DD / MM / YYYY

Please return the completed form (with signature) to membership@reiv.com.au
Please call 03 9205 6666 if you require assistance.