



## CHECKLIST FOR APPLICATION FOR REAL ESTATE SALESPERSON

[Please submit this with your application]

- ☐ Fully completed Form 12
- ☐ Fully completed Supplementary Form for Real Estate Salesperson
- ☐ Police Clearance, to be addressed and posted to the Registrar of Real Estate Agents, P.O. Box 19239, Suva
- ☐ Tax Identification Number or copy of FNPF Card
- ☐ Certified copies of Certificate of Secondary School examination and academic qualification
- ☐ Reference from previous employer
- ☐ Certified copy of Driving Licence/Passport/FNPF card
- ☐ Certified copy of Birth Certificate
- ☐ The Contract between the licensed real estate agent and their salesperson. The contract must be submitted to office of REALB within 14 days after issuance of certificate of approval for Real Estate Salesperson.
- ☐ Approval from Immigration Department (For foreign individual)
- ☐ Real Estate Salesperson Application fees of \$70 + VAT.



**SUPPLEMENTARY FORM FOR APPLICATION FOR REAL ESTATE  
SALESPERSON**

Name of Applicant \_\_\_\_\_

Residential Address \_\_\_\_\_

Postal Address \_\_\_\_\_

Passport Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Email Address \_\_\_\_\_

TIN Number \_\_\_\_\_