

Individual annual suspension fee payment form

Section 58, Real Estate Agents Act 2008

Real Estate Authority

1. Use this form to pay your Annual Suspension Fee.
2. When completed, attach any supporting documents and send via one of the methods listed:

Email to: licensing@rea.govt.nz

Post to: PO Box 25371, Wellington 6140

Courier to: Level 4, 95 Customhouse Quay, Wellington

3. If you email this form, please do not post it as well.
4. For help in completing this form, call 0800 367 732 (NZ only) or +64 (4) 471 8930.
5. Please retain a copy of this form your records.

1. Personal details

Mr / Mrs / Miss / Ms (select one)

Surname: _____

Given name(s): _____

Date of birth (dd/mm/yyyy): _____ / _____ / _____

Licence number: _____

2. Postal address

Street: _____

Suburb: _____

City: _____ Postcode: _____

3. Telephone numbers

Daytime (0) _____

Mobile: _____

4. Email

Email: _____

We send all of our correspondence by email. Please provide a personal contact email to which we can send emails to.

5. Declaration (please tick to confirm)

- I understand that I am required to notify the Authority of any changes to my circumstances within 10 working days of the change. Change of circumstances includes any change in my home address/postal address, contact phone number, email address and return to real estate agency work.

6. Signature

Signature: _____

Date (dd/mm/yyyy): _____ / _____ / _____

Notes

1. You cannot carry out real estate agency work while your licence is suspended.
2. You must advise us of any changes to your contact details within 10 working days.
3. You can revive your suspended licence at any time. Please refer to the website (rea.govt.nz/suspend) for further information on reviving your licence.
4. Levies paid are not refundable. No refunds paid if a licence is suspended after the licence has been renewed.

