

Reference for Licence Applicant

You should have known the applicant for at least 12 months. You cannot provide a reference if you are:

- related to the applicant by blood or marriage
- connected to the applicant by civil union or defacto relationship.

Criminal Records (Clean Slate) Act 2004

Please complete the form subject to the provisions of the Criminal Records (Clean Slate) Act 2004.

Name of applicant	
Name of Referee	Mr/Mrs/Ms/Other
Position Title (if applicable)	
Firm/Employer name (if applicable)	
Postal Address	
Daytime Contact Phone Number	Fax
Email address:	
Is the applicant related to you by blood or marriage? <input type="checkbox"/> Yes <input type="checkbox"/> No	

How long and in what capacity have you known the applicant?

What is your assessment of the applicant's professionalism, reliability, integrity and honesty?

Are there any personal or professional issues the Real Estate Authority should be aware of?

In your opinion is the applicant a fit and proper person to be licence as a real estate salesperson/branch manager/agent?

Yes No (if not please explain your reasons)

If necessary use a separate sheet and attach to this report.

Do you have any further comments about the applicant's character?

If necessary use a separate sheet and attach to this report.

Declaration

I confirm that the above information is true to the best of my knowledge

Signed

Date

Information Notes

Requirements

Full and complete answers are required for each question on this form. One word or single phrase responses are not sufficient. Please elaborate on each point. Insufficient information could cause delays in the processing of the applicant's application.

Use of Reference

The information and opinion you provided will be treated as confidential to the Real Estate Agents Authority. It will be used for the purpose of consideration of the suitability of the applicant to be issued with a licence pursuant to the Part 3 of the Real Estate Agents Act 2008.

Privacy Act 1993

Any reference you provide may be made available to the candidate on request under the provisions of the Privacy Act 1993.

Send the referee report directly to the Authority at:

Real Estate Agents Licensing Authority,
P.O. Box 25371,
Panama Street,
Wellington 6146.

For help in completing this form, call 0800 forREAA (0800 367 7322).