

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 (d	d/mm/yyyy): / /	
Licence number	:	
2. Postal ad	ldress	
Street:		
Suburb:		
3. Telephor	ie 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 (<u>rea.govt.nz/suspend</u>) 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.



Annual suspension fee payment advice

Full name:

Licence number: _____ ___ ___ ___ ___ ___ ___

Payment enclosed

You must pay a fee each year your licence is suspend.

\$ 198.95

Type of levy	Amount					
Suspension fee	\$148.00					
Manual Processing fee	\$25.00					
GST	\$25.95					
Total	\$198.95					

Method of payment (tick box and provide details as appropriate)

Internet Banking

Payment was made on (dd/mm/yyyy): _____ /_____/

Please use your licence number, first name and surname as the reference when making an internet banking payment. Attach evidence that the payment has been made.

The Real Estate Authority is set up as a 'Bill Payee' with all the major banks.

Westpac NZ Government Branch 03-0251-0039428-00

Credit Card

Credit card payment details (if applicable)

MasterCard		Visa		(we	e acce	ept I	Master	Card	and \	Visa)				
Card number			\square				$\left \right\rangle$				\square				
Cardholder name													_PLE	ASE I	PRINT
Expiry date	M M	Y	Y				A	mou	nt \$						
Signature									Date	D	D	Μ	М	Y	Y

Please note: REA does not provide refunds if a licence is suspended, surrendered or cancelled.