



## CHECKLIST FOR APPLICATION FOR REAL ESTATE SALESPERSON

(Please submit this with your application)

1. Fully completed Form 12
2. Fully completed Supplementary Form for Real Estate Salesperson
3. Police Clearance to be addressed & posted to:  
  
The Registrar  
Real Estate Agents Licensing Board  
P O Box 19239  
SUVA
4. Tax Identification Number or copy of the FNPf Card
5. Certified copies of Certificates of Secondary School examination and academic qualifications
6. Reference from previous employer (2 years valid)
7. Certified copy of Driving License or Passport
8. Copy of Vaccination Card
9. Certified copy of Birth Certificate
10. The contract between the licensed real estate agent and their salesperson.  
  
The contract must be submitted to the office of REALB within 14 days after issuance of Certificate of Approval for the Real Estate Salesperson
11. Approval from Immigration Department (for foreign individuals)
12. Real Estate Salesperson application fee of \$62.22 + VAT
13. 1 x Passport size photo