



**REAL ESTATE AGENTS
LICENSING BOARD**

CHECKLIST FOR REAL ESTATE AGENTS APPLICATION FOR NEW BRANCH MANGER LICENSE

(Please submit this documents with your application)

- ☐ 1. Request Letter for New Branch Manager
- ☐ 2. Evidence of place of business such as lease/title agreement
- ☐ 3. Evidence of at least 3 years' practical experience working full time, primary or predominantly in real estate over the last 5 years.
- ☐ 4. For Foreigners – a copy of an Approval from Investment Fiji and the Fiji Immigration Department
- ☐ 5. Prescribed fees of \$88.89 (VEP) + VAT which brings the total to \$102.22 – this is non-refundable.