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VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 873]

TUESDAY, OCTOBER 30.

[1956

ESTATE AGENTS ACT 1956.

*At the Executive Council Chamber, Melbourne, the
sixteenth day of October, 1956.*

PRESENT:

His Excellency the Governor of Victoria.

Mr. Turnbull

Mr. McArthur

Mr. Porter

Mr. Fraser.

REGULATIONS.

UNDER the powers in that behalf conferred by the Estate Agents Act, His Excellency the Governor of the State of Victoria, by and with the advice of the Executive Council of the same, doth hereby make the following Regulations.

1. These Regulations may be cited as the Estate Agents Licensing and General Regulations 1956.

2. In these Regulations, unless inconsistent with the context or subject-matter—

“ Act ” means the *Estate Agents Act* 1956.

“ Licence ” means a licence under the said Act.

“ Prescribed ” means prescribed by the Act or these Regulations.

“ Registrar ” means the registrar appointed under the Act.

3. An application for a licence or a transfer of a licence shall be made in the form or to the like effect of the form appropriate to the case contained in the First Schedule hereto.

4. The notice of every application for a licence or for the transfer of a licence required by the Act to be posted by a Clerk of Petty Sessions in a conspicuous place inside and also outside of the Court building shall be in the form or to the like effect of the form contained in the Second Schedule hereto.

5. A person desiring to object to the grant or transfer of an Estate Agent's Licence or to the grant of a Sub-Agent's Licence shall lodge with the Clerk of Petty Sessions, at the Court where the application is to be heard, a notice in the form or to the like effect of the form contained in the Third Schedule hereto.

6. The Clerk of Petty Sessions of the Court at which an application for a licence is granted shall, on payment of the prescribed fee, prepare and issue to the person entitled a licence in the form appropriate to the case contained in the Fourth Schedule hereto.

7. In the case of the grant of an application for the transfer of an Estate Agent's Licence the Clerk of Petty Sessions, on payment of the prescribed fee, shall endorse the licence transferred with a memorandum in the form contained in the Fifth Schedule hereto.

8. Every duplicate licence ordered to be issued by a Court pursuant to the provisions of Section 18 of the Act shall be endorsed by the Clerk of Petty Sessions issuing such duplicate licence with the words "Duplicate of Licence No. , issued by Order of the Court of Petty Sessions at this day of 19 . Signed—Clerk of Petty Sessions."

9. The Clerk of Petty Sessions at each Court shall forward to the Treasury, with his Revenue Statement of Collections, returns in the form of those contained in the Sixth Schedule hereto of all issues, transfers, or cancellations of licences made during the period covered by the Revenue Statement accompanying such returns.

10. The record required to be kept in the Treasury of Estate Agents' Licences issued, transferred, or cancelled, and of Sub-Agents' Licences issued or cancelled, shall be in the form appropriate to the case contained in the Seventh Schedule hereto.

In the case of a licence issued to a person nominated by a corporation the issue of the licence shall be recorded under the name of the corporation concerned.

11. The statement in writing provided for in Section 31 of the Act containing particulars of the name and work or services of and the salary, wages, or commission paid each month to every person employed by an estate agent in connexion with his business shall be kept in the following form:—

Month of 19 .	Name of Employee.	Capacity in which employed.	If employed as a Sub-agent, state number of current licence.	Remuneration Paid.	
				Salary or Wages.	Commissions.
				£ s. d.	£ s. d.

12. The authority in writing to be given by a licensed estate agent to a sub-agent pursuant to the provisions of Section 32 of the Act shall be in the form or to the like effect of the form contained in the Eighth Schedule hereto.

13. The holder of any authority referred to in the last preceding clause shall on demand produce such authority to the Registrar or any other person authorized in writing by the Registrar or to any member of the Police Force or to any person with whom he is transacting or attempting to transact any business as a sub-agent.

14. The form of statutory declaration required under the provisions of sub-paragraph (a) of sub-section (1) of section 41 of the Act verifying the report of the result of the audit shall be in the form or to the like effect of the form contained in the Ninth Schedule hereto and the directions contained in such form for the completion thereof shall be observed in full.

15. The form of statutory declaration required under paragraph (e) of sub-section (11) of section 41 of the Act verifying the statement of moneys and securities and deposit receipts held by an estate agent, shall be in the form or to the like effect of the form contained in the Tenth Schedule hereto and the directions contained in such form for the completion thereof shall be observed in full.

16. The form of statutory declaration required under the provisions of sub-section (16) of section 41 of the Act to the effect that an estate agent has in any year neither received, sent, or held any money for or on behalf of any other person shall be in the form or to the like effect of the form contained in the Eleventh Schedule hereto and the directions contained in such form for the completion thereof shall be observed in full.

17. The form of certificate of the Registrar required under the provisions of section 12 of the Act that an applicant for an Estate Agent's Licence is eligible to apply for and be granted such licence shall be in the form or to the like effect of the form contained in the Twelfth Schedule hereto.

18. The form of certificate of the Registrar required under the provisions of section 49 of the Act that a person is or is not or at any specified time was or was not the holder of an Estate Agent's Licence or a Sub-Agent's Licence shall be in the form or to the like effect of the form contained in the Thirteenth Schedule hereto.

19. The form of application required under the provisions of section 44 of the Act to be made by a person wishing to claim against the Estate Agents Guarantee Fund shall be in the form or to the like effect of the form contained in the Fourteenth Schedule hereto.

20. The following are exempted from taking out Estate Agent's Licences and observing the requirements of the Act—

- Officers and employees of—
- The Australia and New Zealand Bank Limited
- The Bank of Adelaide
- The Bank of New South Wales
- The Commercial Bank of Australia Limited
- The Commercial Banking Company of Sydney Limited
- The English Scottish and Australian Bank Limited
- The National Bank of Australasia Limited

in respect of any transaction carried out by such officers and employees for and on behalf of the said banks.

(Form E.A. 1)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION BY AN INDIVIDUAL FOR THE ISSUE OF AN ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

I.

(Surname)

(Christian Names)

Name in Block Letters.

of

(Residential address)

being a person of not less than twenty-one years of age do hereby make application to the Court of Petty Sessions appointed to be held at _____ on the _____ day of _____ 19 _____ at the hour of _____ o'clock in the _____ noon, being the Court nearest to my principal place of business, for the issue of an Estate Agent's Licence in my name.

The business in connexion with which I desire to obtain a licence will be carried on under the name of _____

My principal place of business will be situated at _____

The other places at which I intend to carry on business are situated at _____ and the name and address of each partner in the business is—

of
of
of
of

I attach hereto a certificate under the hand of the Registrar that I am eligible to apply for and be granted a licence in accordance with the provisions of Section 11 of the Act.

Testimonials in duplicate as to my character are hereto annexed and marked respectively "A", "B", and "C", and signed respectively by:—

Name.	Address.	Occupation.
A		
B		
C		

Dated at _____ this _____ day of _____ 19 _____

Witness to Signature

Signature of Applicant.

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application or in a testimonial knowingly furnishes incorrect particulars.)

(Form E.A. 2)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.
Estate Agents Act.

APPLICATION BY AN INDIVIDUAL FOR THE RENEWAL OF AN
ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

Name in
Block Letters. I,

(Surname)

(Christian Names)

of

(Residential address)

being a person of not less than twenty-one years of age do hereby make application to the Court of Petty Sessions appointed to be held at

on the day of 19

at the hour of in the noon, being the Court nearest to my principal place of business for the renewal for the year 19, of my Estate Agent's Licence.

I attach hereto the current licence No. issued in my name at Court of Petty Sessions on

19

The prescribed fee of £10 for the renewal of the licence is forwarded herewith.

The business in connexion with which I desire to obtain a renewal of my licence is being carried on under the name of

My principal place of business is situated at

The other places at which I am carrying on business are situated at and the name and address of each partner in the business is:—

of
of
of
of

Dated at this day of 19

Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application knowingly furnishes incorrect particulars.)

(Form E.A. 3)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.
Estate Agents Act.

APPLICATION BY A HOLDER OF AN AUCTIONEER'S LICENCE
FOR AN ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

Name in
Block Letters. I,

(Surname)

(Christian Names)

of

(Residential address)

being the holder of an Auctioneer's Licence, hereby make application to the Court of Petty Sessions appointed to be held at

on the day of 19, at the hour of

o'clock in the noon, being the Court nearest to my

principal place of business for the issue of an Estate Agent's Licence in my name. Such Estate Agent's Licence to be in force for such time during the period for which it is issued as I am the holder of a valid and subsistent Auctioneer's Licence.

The business in connexion with which I desire to obtain a licence will be carried on under the name of

My principal place of business will be situated at

The other places at which I intend to carry on business are situated at and the name and address of each partner in the business is:—

of
of
of
of

I am not under the age of twenty-one years.

I attach hereto a certificate under the hand of the Registrar that I am eligible to apply for and be granted a licence in accordance with the provisions of Section 11 of the Act.

Testimonials in duplicate as to my character are hereto annexed and marked respectively "A", "B", and "C", and signed respectively by:—

Name.	Address.	Occupation.
A		
B		
C		

Dated at this day of 19 .

Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application or in a testimonial knowingly furnishes incorrect particulars.)

(Form E.A. 4)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION BY A HOLDER OF AN AUCTIONEER'S LICENCE FOR THE RENEWAL OF AN ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

I,

(Surname)

(Christian Names)

Name in Block Letters.

of

(Residential address)

being the holder of an Auctioneer's Licence hereby make application to the Court of Petty Sessions appointed to be held at on the day of 19 , at the hour of o'clock in the noon, being the Court nearest to my principal place of business for the renewal for the year 19 , of my Estate Agent's Licence. Such Estate Agent's Licence to be in force only for such time during the period for which it is issued as I am the holder of a valid and subsistent Auctioneer's Licence.

I attach hereto the current licence No. issued in my name at Court of Petty Sessions on 19 .

I am not under the age of twenty-one years.

The prescribed fee of £6 for the renewal of the licence is forwarded herewith.

The business in connexion with which I desire to obtain a renewal of my licence is being carried on under the name of

My principal place of business is situated at

The other places at which I am carrying on business are situated at

The name of each partner in the business is:

of
of
of
of

Dated at this day of 19 .

Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides a penalty if any person in an application knowingly furnishes incorrect particulars.)

(Form E.A. 5.)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION BY A PERSON APPOINTED BY A CORPORATION TO HOLD ON ITS BEHALF AN ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

(a) Name in Block Letters. I (a)

(Surname)

(Christian Names)

of

(Residential address)

being the person appointed in writing by (b)

(b) Name of Corporation.

whose principal office is situated at

and which corporation desires to carry on the business of an Estate Agent, hereby make application to the Court of Petty Sessions appointed to be held at on the day of 19 at the hour of o'clock in the noon, being the Court nearest to the Registered Office of the said corporation, for the issue in the name of the corporation of an Estate Agent's Licence.

I am not an applicant for, or the holder of, an Estate Agent's Licence on behalf of any other corporation.

I am not under the age of twenty-one years.

I attach hereto a certificate under the hand of the Registrar that I am eligible to apply for and be granted a licence in accordance with the provisions of Section 11 of the Act.

Testimonials in duplicate as to my character are hereto annexed and marked respectively "A", "B" and "C", and signed respectively by:—

Table with 3 columns: Name, Address, Occupation. Rows A, B, C.

(c) Name and address of each member of the governing body or where corporation does not exceed five in number, the name and address of each.

The names and addresses of the governing body of the corporation are as follows (c)

of of of of of

The number of shareholders in the corporation is

The other places at which the corporation intends to carry on business are situated at:—

Dated at this day of 19

Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application or in a testimonial knowingly furnishes incorrect particulars.)

(Form E.A. 6)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION BY A PERSON APPOINTED BY A CORPORATION FOR THE RENEWAL ON ITS BEHALF OF AN ESTATE AGENT'S LICENCE.

In the Court of Petty Sessions at

(a) Name in block letters. I (a)

(Surname)

(Christian Names)

of

(Residential address)

being the person appointed in writing by (b) whose principal office is situated at and which corporation is carrying on the business as an Estate Agent, hereby make application to the Court of Petty Sessions appointed to be held at _____ on the _____ day of _____ 19 _____, at the hour of _____ o'clock in the _____ noon, being the Court nearest to the Registered Office of the said corporation for the renewal for the year 19 _____, of the Estate Agent's Licence held by the corporation.

(b) Name of Corporation.

I am not an applicant for, or the holder of, an Estate Agent's Licence on behalf of any other corporation.

I attach hereto the current licence No. _____ issued in my name on behalf of the corporation at _____ Court of Petty Sessions on _____ 19 _____.

I am not under the age of twenty-one years. The prescribed fee of £20 for the renewal of the licence is forwarded herewith.

The names and addresses of the governing body of the corporation are as follows (c)

of
of
of
of
of

(c) Name and address of each member of the governing body, or where corporation does not exceed five in number, the name and address of each.

The number of shareholders in the corporation is _____ The other places at which the corporation carries on business are situated at:—

Dated at _____ this _____ day of _____ 19 _____
Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application furnishes incorrect particulars.)

(Form E.A. 7)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION FOR A SUB-AGENT'S LICENCE.

In the Court of Petty Sessions at

I, _____ (Surname) _____ (Christian Names) _____
of _____ (Residential address)

Name in block letters.

hereby make application to the Court of Petty Sessions appointed to be held at _____ on the _____ day of _____ 19 _____, at the hour of _____ o'clock in the _____ noon, being the Court nearest to where I reside, for the issue in my name of a Sub-Agent's Licence under the Estate Agent's Act.

My address in Victoria, to which all communications and notices may be addressed is _____

- Testimonials in duplicate as to my character are hereby annexed and marked respectively "A", "B", and "C", and signed respectively by:—

Name.	Address.	Occupation.
A _____	_____	_____
B _____	_____	_____
C _____	_____	_____

Dated at _____ this _____ day of _____ 19 _____
Signature of Applicant.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if any person in an application or in a testimonial knowingly furnishes incorrect particulars.)

CERTIFICATE TO BE SIGNED BY A LICENSED ESTATE AGENT

I, (Full name) being a licensed Estate Agent
of (Address of principal place of business)
carrying on business as (Name of Corporation or Business Name)

certify that I propose to employ the above named in my business if the licence is granted. (Signature)

(NOTE.—Attention is invited to Section 25 of the Estate Agents Act which provides that an estate agent must notify the registrar in writing within seven days after he employs or within seven days after ceasing to employ any sub-agent of such employment or cessation of employment.)

(Form E.A. 8)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION FOR THE RENEWAL OF A SUB-AGENT'S LICENCE.

In the Court of Petty Sessions at

Name in block letters.

I, (Surname) (Christian names)
of (Residential address)

hereby make application to the Court of Petty Sessions appointed to be held at on the day of 19 at the hour of o'clock in the noon, being the Court nearest to where I reside, for the renewal for the year 19 of my Sub-Agent's Licence under the Estate Agents Act.

My address in Victoria, to which all communications and notices may be addressed, is

I attach hereto, the current licence No. issued in my name at Court of Petty Sessions on 19

The prescribed fee of £2 for the licence is enclosed.

Dated at this day of 19

Witness to Signature

Signature of Applicant.

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides for a penalty if an applicant knowingly furnishes incorrect particulars in his application.)

CERTIFICATE TO BE SIGNED BY A LICENSED ESTATE AGENT.

I, (Full name) being a licensed Estate Agent of (Address of principal place of business) carrying on business as (Name of Corporation or Business Name)

certify that I propose to employ the above named in my business if the licence is granted. (Signature)

(NOTE.—Attention is invited to Section 25 of the Estate Agents Act which provides that an estate agent must notify the registrar in writing within seven days after he employs or within seven days after ceasing to employ any sub-agent of such employment or cessation of employment.)

(Form E.A. 9)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATIONS FOR THE TRANSFER OF AN ESTATE AGENT'S LICENCE FROM ONE INDIVIDUAL TO ANOTHER.

In the Court of Petty Sessions at

I.

(Surname)

(Christian names)

Name in block letters.

of

(Residential address)

being the holder of an Estate Agent's Licence, hereby make application to the Court of Petty Sessions appointed to be held at

on the day of 19 , at the hour of
o'clock in the noon, being the Court nearest to my principal place of business, for the transfer of the Estate Agent's Licence held by me for the current year to

of

Dated at this day of 19 .

Signature of Transferor.

Witness to Signature

And I, the proposed transferee, being a person of not less than twenty-one years of age, do hereby make application for the transfer of such licence to me.

I attach hereto a certificate under the hand of the Registrar that I am eligible to apply for and be granted a licence in accordance with the provisions of Section 11 of the Act.

Testimonials as to my character are hereto annexed and marked respectively "A", "B", and "C", and signed respectively by:—

Name.	Address.	Occupation.
A		
B		
C		

Dated at this day of 19 .

Signature of Transferee.

Witness to Signature

(NOTE.—Attention is invited to Section 50 of the Estate Agents Act which provides a penalty if any person in an application knowingly furnishes incorrect particulars.)

(Form E.A. 10)

Estate Agents Licensing and General Regulations 1956.

FIRST SCHEDULE.

Estate Agents Act.

APPLICATION ON BEHALF OF A CORPORATION FOR THE TRANSFER FROM THE NOMINEE HOLDING AN ESTATE AGENT'S LICENCE ON ITS BEHALF TO ANOTHER NOMINEE.

In the Court of Petty Sessions at

I.^(a)

(Surname)

(Christian names)

(a) Name and private address of transferee

of

(Residential address.)

being duly authorized in writing by whose registered office is situated at

and on whose behalf one

(b)
of

(b) Name and private address of transferor.

Applications for Transfers of Estate Agents' Licences.

Name of Transferor. (Surname first.)	Address of Transferor.	Name of Transferee. (Surname first.)	Principal Place of Business of Transferee.	Name under which Business of Transferee will be Carried On.

Dated at this day of 19
Clerks of Petty Sessions.

*In the case of a Corporation show name of Corporation
(Nominee).

(Form E.A. 12)

Estate Agents Licensing and General Regulations 1956.
THIRD SCHEDULE.
Estate Agents Act.

NOTICE OF OBJECTION TO GRANT OR TRANSFER OF AN ESTATE AGENT'S LICENCE, OR TO THE GRANT OF A SUB-AGENT'S LICENCE.

In the Court of Petty Sessions at
In the matter of the application of for the
{ grant to him of an Estate Agent's Licence
* transfer to him of an Estate Agent's Licence
grant to him of a Sub-agent's Licence

* Strike out which are in-applicable.

I. THE undersigned (a) in accordance with the provisions of the Estate Agent's Act, hereby give notice that I intend to object to the application in this case being granted by the Court.

(a) Name, address and calling of objector.

The grounds of my objection are as follows:—

(b) Dated at this day of 19
Witness to Signature— *Signature of Objector.*
To the Court of Petty Sessions at

(b) Here set out grounds of objection.



Estate Agents Licensing and General Regulations 1956.
FOURTH SCHEDULE.
Estate Agents Act.

ESTATE AGENT'S LICENCE TO INDIVIDUAL—ORIGINAL.

In the Court of Petty Sessions at
WHEREAS of
 has applied to the Justices assembled in Petty Sessions at
for the grant to him of an Estate Agent's Licence. Now be it known that the said Justices having considered such application and being satisfied that the applicant is eligible and a fit person to be the holder of such a licence have granted the application and directed to be issued to the applicant this Licence which hereby authorizes and empowers him to carry on at the place named and elsewhere in Victoria the trade or business of an Estate Agent during the currency of this Licence namely from the
day of 19 , until and inclusive of the thirty-first day of December then next following that date.

Dated at this day of 19
Clerk of Petty Sessions.

Fee Paid—£ : :

NOTES.—1. If not in the custody of the Court pursuant to Note 3 below, this Licence must be produced by the Estate Agent on demand at the premises where he carries on his business to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Estate Agent is transacting or attempting to transact business as an Estate Agent.

2. This Licence expires on 31st day of December in the year of issue.

3. If renewing this Licence for the ensuing year, the Estate Agent must forward the Licence to the Court with the application for such renewal.

Estate Agents Licensing and General Regulations 1956.

FOURTH SCHEDULE.

Estate Agents Act.

ESTATE AGENT'S LICENCE TO INDIVIDUAL.—RENEWAL.

In the Court of Petty Sessions at

WHEREAS _____ of _____ has applied to the Justices assembled in Petty Sessions at _____ for the grant to him of an Estate Agent's Renewed Licence. Now be it known that the said Justices having considered such application and being satisfied that the applicant is eligible and a fit person to be the holder of such a Licence have granted the application and directed to be issued to the applicant this Licence which hereby authorizes and empowers him to carry on at the place named and elsewhere in Victoria the trade or business of an Estate Agent during the currency of this Licence namely from the first day of January, 19 _____, until and inclusive of the thirty-first day of December then next following that date.

Dated at _____ this _____ day of _____ 19 _____
 Clerk of Petty Sessions.

Fee Paid—£10 0s. 0d.

NOTES.—(1) If not in the custody of the Court pursuant to Note (2) below, this Licence must be produced by the Estate Agent on demand at the premises where he carries on his business to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Estate Agent is transacting or attempting to transact business as an Estate Agent.

(2) If renewing this Licence for the ensuing year, the Estate Agent must forward the Licence to the Court with the application for such renewal.

*Estate Agents Licensing and General Regulations 1956.*

FOURTH SCHEDULE.

Estate Agents Act.

ESTATE AGENT'S LICENCE (CORPORATION NOMINEE)—ORIGINAL.

In the Court of Petty Sessions at

WHEREAS _____ of _____ a person appointed in writing by _____ whose principal office as given in the application for this Licence is situate at _____ has applied to the Justices assembled in Petty Sessions at _____ for the grant to him of an Estate Agent's Licence in respect of the business carried on by the corporation aforesaid. Now be it known that the said Justices having considered such application and being satisfied that the applicant is an eligible and fit person to be the holder of such a Licence have granted the application and directed this Licence to be issued to the applicant which hereby authorizes and empowers the said corporation under cover of it to carry on at the place named and elsewhere in Victoria the trade or business of an Estate Agent during the currency of this Licence namely from the _____ day of _____ 19 _____, until and inclusive of the thirty-first day of December then next following that date.

Dated at _____ this _____ day of _____ 19 _____
 Clerk of Petty Sessions.

Fee Paid—£ _____

NOTES.—1. If not in the custody of the Court pursuant to Note 3 below, this Licence must be produced by the Estate Agent on demand at the premises where he carries on his business to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Estate Agent is transacting or attempting to transact business as an Estate Agent.

2. This Licence expires on 31st day of December in the year of issue.

3. If renewing this Licence for the ensuing year, the Estate Agent must forward the Licence to the Court with the application for such renewal.



Estate Agents Licensing and General Regulations 1956.

FOURTH SCHEDULE,
Estate Agents Act.

ESTATE AGENT'S LICENCE (CORPORATION NOMINEE).—RENEWAL.

In the Court of Petty Sessions at

WHEREAS

of

a person appointed in writing by _____ whose principal office as given in the application for this Licence is situate at _____ has applied to the Justices assembled in Petty Sessions at _____ for the grant to him of an Estate Agent's Renewed Licence in respect of the business carried on by the corporation aforesaid: Now be it known that the said Justices having considered such application and being satisfied that the applicant is a fit person to be the holder of such a Licence have granted the application and directed this Licence to be issued to the applicant which hereby authorizes and empowers the said corporation under cover of it to carry on at the place named and elsewhere in Victoria the trade or business of an Estate Agent during the currency of this Licence namely from the first day of January, 19____, until and inclusive of the thirty-first day of December then next following that date.

Dated at _____ this _____ day of _____ 19____.

Clerk of Petty Sessions.

Fee Paid—£20 0s. 0d.

NOTES.—(1) If not in the custody of the Court pursuant to Note (2) below, this Licence must be produced by the Estate Agent on demand at the premises where he carries on his business to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Estate Agent is transacting or attempting to transact business as an Estate Agent.

(2) If renewing this Licence for the ensuing year the Estate Agent must forward the Licence to the Court with the application for such renewal.



Estate Agents Licensing and General Regulations 1956.

FOURTH SCHEDULE,
Estate Agents Act.

ESTATE AGENT'S LICENCE—TO LICENSED AUCTIONEER.

In the Court of Petty Sessions at

WHEREAS

of

_____ has applied to the Justices assembled in Petty Sessions at _____ for the grant to him of an Estate Agent's Licence: Now be it known that the said Justices having considered such application and being satisfied that the applicant is eligible and a fit person to be the holder of such a Licence, have granted the application and directed to be issued to the applicant this Licence, which hereby authorizes and empowers him to carry on at the place named and elsewhere in Victoria the trade or business of an Estate Agent.

This Licence shall be in force for such time or times only during the period from the _____ day of _____ 19____ to the thirty-first day of December next following that date as the person to whom it is issued is the holder of a valid and subsistent auctioneer's licence.

Dated at _____ this _____ day of _____ 19____.

Clerk of Petty Sessions.

Fee Paid—£6 0s. 0d.

NOTES.—(1) If not in the custody of the Court pursuant to Note (2) below, this Licence must be produced by the Estate Agent on demand at the premises where he carries on his business to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Estate Agent is transacting or attempting to transact business as an Estate Agent.

(2) If renewing this Licence for the ensuing year, the Estate Agent must forward the Licence to the Court with the application for such renewal.



Estate Agents Licensing and General Regulations 1956.

FOURTH SCHEDULE.
Estate Agents Act.

SUB-AGENT'S LICENCE.

In the Court of Petty Sessions at

WHEREAS _____ of _____ has applied to the Justices assembled in Petty Sessions at _____ for the grant to him of a Sub-agent's Licence under the provisions of the Estate Agents Act: Now be it known that the said Justices having considered such application and being satisfied that the applicant is a fit person to be the holder of such a Licence have granted such application and directed to be issued to the applicant this Licence which hereby authorizes and empowers him to carry on in Victoria the functions of a Sub-agent of any licensed Estate Agent under the written authority of such licensed Estate Agent during the currency of this Licence namely from the _____ day of _____ 19 _____ until and inclusive of the thirty-first day of December then next following.
Dated at _____ this _____ day of _____ 19 _____

Clerk of Petty Sessions.

Fee Paid—£2 0s. 0d.

NOTES.—(1) If not in the custody of the Court pursuant to Note (2) below, this Licence together with the authority from the licensed Estate Agent to act as a Sub-agent must be produced by the Sub-agent on demand to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the sub-agent is transacting or attempting to transact business as the Sub-agent of a licensed Estate Agent.

(2) If renewing this Licence for the ensuing year the Sub-agent must forward the Licence to the Court with the application for such renewal.

Estate Agents Licensing and General Regulations 1956.

FIFTH SCHEDULE.

MEMORANDUM OF TRANSFER OF ESTATE AGENT'S LICENCE.

LICENCE transferred to _____ of _____ by the Court of Petty Sessions at _____ this _____ day of _____ 19 _____

Clerk of Petty Sessions.

E.A.13.

Estate Agents Licensing and General Regulations 1956.

SIXTH SCHEDULE.

Estate Agents Act.

RETURN of Estate Agents' Licences issued, renewed, transferred, or cancelled by the Court of Petty Sessions at _____ on the _____ 19 _____, or during the period from the _____ 19 _____ to the _____ 19 _____

Estate Agents' Licences Issued or Renewed.

Date of Issue.	Licensee.				Fee Paid for Licence.	Remarks.
	*Name in Full (Surname first in alphabetical order.)	Principal Place of Business.	Name of Firm or Partnership.	If Firm or Partnership, Name of Individual Members thereof.		

* In case of Corporation Licence, give name of Corporation and state name of nominee in Remarks column.

SUB-AGENTS' LICENCES ISSUED OR RENEWED—(continued).

Date of Issue.	Name of Licensee in Full. (Surnames first in Alphabetical Order.)	Registered Address.	Remarks.

SUB-AGENTS' LICENCES CANCELLED.

Number of Licence.	Name in Full. (Surname first.)	Registered Address.	Court at which Licence Cancelled was Issued.	Date of Court Order Cancelling Licence.	Remarks.

Dated the _____ day of _____ 19 _____
Clerk of Petty Sessions.

To THE REGISTRAR,
 ESTATE AGENTS ACT,
 TREASURY, MELBOURNE.

NOTE.—This Return to accompany the Revenue Statement of Collections to which it relates.

Estate Agents Licensing and General Regulations 1956.
 SEVENTH SCHEDULE.
 Estate Agents Act.

LICENSED ESTATE AGENT.

Surname (or name of Corporation)— Christian Name— Registered Office— Firm Name (if any)— Names of Partners (if any)— Corporation—Nominee—	Issue of Licences.				
	Year.	Date.	Court where Issued.	Audit Report.	Remarks.

Estate Agents Licensing and General Regulations 1956.
 SEVENTH SCHEDULE.
 Estate Agents Act.

LICENSED SUB-AGENT.

Surname— Christian Name— Registered Address— Employed by—	Issue of Licences.			
	Year.	Date.	Court where Issued.	Remarks.

(Form E.A. 15)

Estate Agents Licensing and General Regulations 1956.

EIGHTH SCHEDULE.

Estate Agents Act.

AUTHORITY TO SUB-AGENT.

I, _____ being a licensed Estate Agent
 carrying on business as _____
 (Business Name or Name of Corporation)
 at _____
 (Registered Address)
 hereby authorize _____
 (Name in full)
 of _____ being the
 (Residential Address)
 holder of a current Sub-Agent's Licence No. _____ to act on my behalf in
 connexion with (a) _____

This authority to take effect from the date hereof and to continue in
 force until the 31st day of December (b) next, and no longer.

Dated at _____ this _____ day of _____ 19 _____

Signature _____
 (Licensed Estate Agent)

(a) Here state
 briefly nature
 of work
 entrusted to
 Sub-Agent.
 (b) Earlier
 date may be
 substituted if
 desired.

(NOTES—

1. This authority shall be void and of no effect unless the person to whom it is issued is the holder of a valid and subsistent Sub-agent's licence.
2. This authority must be produced by the Sub-agent on demand to the Registrar appointed under the Act or to any member of the Police Force or to any person with whom the Sub-agent is transacting or attempting to transact business as the Sub-agent of a licensed Estate Agent.)

Estate Agents Licensing and General Regulations 1956.

NINTH SCHEDULE.

Estate Agents Act (Section 41).

STATUTORY DECLARATION BY AUDITOR.

I, _____ of _____
 (Name in full) (Address)
 do solemnly and sincerely declare—

1. That I am a practising public accountant
 or
 That I am the person approved by the Registrar appointed under the
 Estate Agents Act to audit the trust accounts of _____
 (Name of estate agent)
2. That in accordance with section 41 of the *Estate Agents Act 1956*, I
 have personally (with the assistance of my staff) (if the fact be so)
 audited the trust accounts of * _____
 (Name of estate agent)
 an estate agent carrying on business at _____
 (Address)
 (or, carrying on business under the firm name of _____
 at _____) for the year†
 ended the _____ day of _____ 19 _____
3. That the document hereto annexed marked "A" which is dated the
 _____ day of _____, 19 _____,
 and signed by me is my report of the result of such audit and that all
 statements therein are true and correct.
4. That I am not an estate agent carrying on business as such or the
 employee or partner of the above-named estate agent or of any other
 estate agent actually in practice.
5. That I have not within the period of two years of the last date
 to which the audit report relates been a clerk, servant or partner of
 the above-named estate agent or of any partner of the estate agent.

And I make this solemn declaration, conscientiously believing the same to be true, and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at
in the State aforesaid, this
day of in
the year of our Lord One thousand
nine hundred and

Before me—

Justice of the Peace.

A Commissioner for taking Declarations and Affidavits.

Notes.—

* (1) (a) Where the report is on the trust accounts of a firm or partnership of estate agents the names of the individual partners constituting the firm or partnership are to be separately specified.

(b) In the case of a corporation, the corporation name, registered office and the name of the person who holds the licence on its behalf are to be specified.

† (2) Where changes have taken place during the year in the firm or partnership the period or periods in respect of which the trust accounts of any new or retiring partner have been audited are to be shown.

Estate Agents Licensing and General Regulations 1956.

TENTH SCHEDULE.

Estate Agents Act (Section 41).

STATUTORY DECLARATION OF ESTATE AGENT VERIFYING STATEMENT OF BALANCES HELD.

I, (Full name) of (Address)

do solemnly and sincerely declare—

1. That annexed hereto and marked "A" is a true and correct statement of—

(a) all moneys and bank balances held on the day of 19, by me (or by) in course of business as an estate agent for and on behalf of any other persons.

(b) all negotiable or bearer securities or deposit receipts in my name (or in the name of) which represent moneys drawn from my trust account (or the trust account of) and which were held by me (or by) in course of business as an estate agent on that day.

2. That the particulars shown in the annexed statement are true and correct in every detail therein shown as set out.

And I make this solemn declaration, conscientiously believing the same to be true, and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared at
in the State aforesaid, this
day of in
the year of our Lord One thousand
nine hundred and

Before me—

Justice of the Peace.

A Commissioner for taking Declarations and Affidavits.

Note.—(1) Where a corporation is operating as an estate agent the declaration shall be amended accordingly and made by the person to whom the estate agent's licence is issued on behalf of the corporation.

(2) In the case of a partnership the declaration shall be made by a partner.

Estate Agents Licensing and General Regulations 1956.
ELEVENTH SCHEDULE.
Estate Agents Act (Section 41).

STATUTORY DECLARATION OF NO RECEIPTS OF TRUST MONEYS
BY AN ESTATE AGENT.

I, (Full name) of (Address)
carrying on business as an estate agent (in partnership with) at do solemnly and sincerely
declare that neither I nor the said partnership has, nor has any other person by my order or for my use (or by the order or for the use of my said partners) during the period from the day of 19 , received or held any money in the course of business as an estate agent for or on behalf of any other person.
And I make this solemn declaration, conscientiously believing the same to be true, and by virtue of the provisions of an Act of the Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.
Declared at in the State aforesaid, this day of in the year of our Lord One thousand nine hundred and

Before me— Justice of the Peace.
A Commissioner for taking Declarations and Affidavits.

Note.—(1) Where a corporation is carrying on the business of estate agent the declaration shall be modified accordingly and made by the person to whom the estate agent's licence is issued on behalf of the corporation.
(2) In the case of a partnership the declaration shall be made by a partner.

Estate Agents Licensing and General Regulations 1956.
TWELFTH SCHEDULE.
Estate Agents Act (Section 12)

To the Court of Petty Sessions at

CERTIFICATE OF ELIGIBILITY FOR AN ESTATE AGENT'S LICENCE.

Re of
I CERTIFY that, in compliance with the provisions of section 11 of the Estate Agents Act 1956, the above named has

and is therefore eligible to apply for and be granted an estate agent's licence.

This certificate shall become null and void unless lodged with the Court by the day of 19 .

Dated this day of Registrar. 19 .

Estate Agents Licensing and General Regulations 1956.
THIRTEENTH SCHEDULE.
Estate Agents Act (Section 49).

CERTIFICATE OF REGISTRAR.

I CERTIFY that (Name)
of (Address)
is an estate agent's licence.
(a) the holder of a sub-agent's licence.
is not
was an estate agent's licence.
(b) the holder of a sub-agent's licence.
was not
on the day of , 19 .
Dated this day of Registrar. 19 .

Estate Agents Licensing and General Regulations 1956.

FOURTEENTH SCHEDULE.

(Section 44)

APPLICATION TO CLAIM AGAINST THE ESTATE AGENTS'
GUARANTEE FUND.

I, _____ of _____
(Name in full) (Address)
hereby make application to claim the sum of £ _____
(State amount of claim)
against the Estate Agents' Guarantee Fund, being a loss incurred by me
in a transaction with _____
(Name of estate agent)
of _____
(Address of agent)

In support of this application I attach an affidavit/statutory declaration
giving full particulars of my claim and all documents evidencing such
particulars.

Dated this _____ day of _____ 19 _____
(Signature of applicant)

And the Honorable Henry Edward Bolte, Her Majesty's Treasurer
for the State of Victoria, shall give the necessary directions herein
accordingly.

A. MAHLSTEDT.
Clerk of the Executive Council.