

APPLICATION FOR CARICOM BROKER MEMBERSHIP



Suite A1, Kencita Court, 76 Picton Street, Newtown, Port of Spain. Tel: 432-0366 or 469-2732
E-mail: area.tt.assoc@gmail.com

Name: _____ / _____ / _____ **Date of Birth:** ____/____/____
(Block Letters) Last First M.I. (DD / MM / YYYY)

Name of Company/Business: _____

Address: _____

Date of Incorporation: _____ **File Registration #** _____

I.D. / D.P. / PP# _____ **Phone No:** _____

E-mail Address: _____ **Website:** _____

Number of Employees: _____ **Number of Salespersons:** _____

Region / Country of Operation: _____

Academic Qualifications: (To attach copies of Certificates / Diplomas) _____

Principles of Real Estate Sales Course at UWI/Roytec: ☐ Yes ☐ No

If yes, Grade: _____ (attach a copy of Certificate)

Are you registered with the Financial Intelligence Unit as a Real Estate Agent?

☐ Yes ☐ No (if Yes) **FIU Number:** _____
(please attach copy of your Registration Certificate)

Real Estate Experience (List most recent first): _____

Applicant's Declaration:

I hereby apply for membership in the Association of Real Estate Agents as a Caricom Broker Member and if elected, I hereby pledge to observe all the requirements of Act 10 of 2012 and the By Laws of the Association, the Code of Ethics, and such other rules and regulations as may from time to time be established.

Name of Applicant: _____ **Signature:** _____
(Print name & Affix Signature)

PLEASE SUBMIT WITH YOUR APPLICATION a copy of your Certificate of Registration plus your latest annual returns, in addition to three personal references:

☐ 1 FROM YOUR BANKER ☐ 1 FROM AN ATTORNEY AT LAW ☐ 1 FROM A CORPORATE ENTITY

- **Application Entrance Fee - \$450.00*** (see bank deposit details below)
- **Email proof of payment to area.tt.assoc@gmail.com**

Proposer: _____ **Signature:** _____
(Print name & Affix Signature)

Seconded: _____ **Signature:** _____
(Print name & Affix Signature)

NOTE:

The Proposer and Seconded must be members (2 Resident Brokers or 2 Corporate Members) of the Association in good financial standing. The Membership List is available on the AREA website: areatt.com. Please carefully read the qualifications for Membership on page 2 of this form before applying.

FOR OFFICIAL USE ONLY: Accepted: ☐ Rejected: ☐ Pending: ☐

Remarks: _____

Date: ____/____/____ (dd/mm/yyyy) **Approved By:** _____

APPLICATION

- a. Application for membership shall be made in writing to the Membership Rules & Admissions Committee. Applications shall be made upon such forms as may be approved by the Board.
- b. An applicant for CARICOM Broker Member must be proposed by either a Resident Broker Member or a Corporate Member and seconded by one other Resident Broker Member/Corporate Member in good financial standing with the Association, one of whom must not be a member of the same firm or incorporated Company of which the applicant is a member, certifying a personal knowledge of the candidate, and vouching that he is a fit and proper person to be admitted to the respective class of membership in the profession.

CARICOM BROKER MEMBER

No person shall be eligible to be a CARICOM Broker Member of the Association unless he satisfies the Board that at the date of his application, he possesses the following qualifications:

- a. He must be a resident of a CARICOM Country
- b. He has attained the age of twenty-one (21) years
- c. He has satisfactorily completed such real estate courses required by the Association and either
- d. He has been a Proprietor of, Director or Partner actively engaged in a real estate brokerage business for not less than two (2) consecutive years, or
- e. He has acquired practical experience in the business of real estate for not less than three (3) years and has now become a Proprietor of, Director or Partner in a real estate brokerage business, or
- f. He has been in practice as a senior executive in the mortgage or real estate property department of a Bank, Mortgage Institution, similar organization, or Statutory Body, or holds an acceptable degree as a qualified Valuer or Surveyor and has now become a Proprietor of, Director or Partner in a real estate brokerage business, or
- g. He has been a Sales Associate Member for not less than three (3) years and has now become a Proprietor of, Director or Partner in a real estate brokerage business.
- h. Annual membership renewal for CARICOM Broker Members requires attending Continuing Professional Development (CPD) sessions and earning a minimum of 12 CPD credits each year.
- i. Should legislation be passed by the Government of Trinidad & Tobago requiring a licence before anyone may practice as a real estate agent, the holding of such a Trinidad & Tobago licence shall then be a precondition for a CARICOM Broker Member.

ENTRANCE FEE: \$450.00 V.I.

ANNUAL REGISTRATION FEE: \$2,812.50 V.I.

NOTE: The By Laws of the Association, Clause 10 state in part, “....all membership dues shall be payable from the First day of January in each year and must be paid no later than the date fixed for the Annual General Meeting of the Association in any year.”

*BANK DEPOSIT INFORMATION

Cheque Payments for Fast Deposit

1. Cheques should be made payable to Association of Real Estate Agents.
2. FCB Fast Deposit Envelopes should be completed including the name of the person making the payment.
3. Once deposited and stamped by the machine, scan and e-mail the deposit record to the AREA Secretariat at **area.tt.assoc@gmail.com**

This is essential for verification purposes.

Online Bank Transfer

Bank: First Citizens FCB

Branch: Maraval Road, Newtown, Port-of-Spain

Account Name: Association of Real Estate Agents

Account Type: Chequing

Account Number: 35005226470

Payment via a bank other than FCB: 035005226470

A screen shot or copy of the online transaction confirmation slip must be e-mailed to the AREA Secretariat at **area.tt.assoc@gmail.com**

This is essential for verification purposes.

Checklist of Attachments to be sent with Application

- ☐ Proof of payment of Application Fee \$450
- ☐ Copy of Company/Business Certificate of registration
- ☐ Copy of National ID
- ☐ Copy of utility bill not older than 3 months
- ☐ Copies of all educational certificates including Principles of Real Estate Sales
- ☐ Copy of FIUTT Registration Certificate
- ☐ Three personal references from Bank, Attorney and Corporate Entity
- ☐ Photo for AREA ID – Submitted on plain white background, headshot showing from torso, not less than 600 x 600 pixels (jpeg, pdf or png).

