Application for Valuer Registration via Certificate of Competence pathway

VALUERS REGISTRATION BOARD OF QUEENSLAND

Valuers Registration Act 1992 (the Act) | s 29

YOUR DETAILS

Title	*Mr Mrs Miss Ms Other (please specify)*
First Name	
Middle name/s	
Surname	
Preferred name (if applicable)	
Date of birth	
Gender	
Residential address	
State	Postcode
Phone	
Mobile	
Email	
Preferred email	
Personal ☐	Employment ☐

EMPLOYMENT DETAILS

Position title	
Organisation name	
Street address	
State	Postcode
Postal address	
State	Postcode

PUBLIC REGISTER

Subject to section 32 of the Act, please mark if you **do not** consent to any of the following being published via the Register of Valuers of Queensland and the Queensland Government Gazette:

I **do not** wish for my business name, address, email and phone number to be published in the Register of Valuers of Queensland ☐

QUALIFICATION DETAILS

Name of qualification	Name of institution	State or Country	Length of course	Start date (month/year)	Completion date (month/year)

PROFESSIONAL MEMBERSHIP DETAILS

Name of institution (API or RICS)	Level of membership (i.e. AAPI CPV, RICS Chartered Valuation Surveyor, etc.)	Date Awarded	Current (Yes/No)

CAREER HISTORY (minimum of 3 years - attach separate list if insufficient space)

Dates (from previous ten years)	Name and address of employer	Position title	Type of work undertaken

VALUATION EXPERIENCE (3 years min – noting the Board provides 12 months experience credit for completing and accredited qualification)

Dates	Supervising valuer	Number of valuations	Type of valuations	Main locality

PROFESSIONAL REFERENCES

First Name	
Surname	
Position title	
Organisation name	
Postal address	
State	Postcode
Phone	Email
Capacity and period in which you have known the referee	

First Name	
Surname	
Position title	
Organisation name	
Postal address	
State	Postcode
Phone	Email
Capacity and period in which you have known the referee	

CHARACTER REFERENCE

First Name	
Surname	
Position title	
Organisation name	
Postal address	
State	Postcode
Phone	Email
Capacity and period in which you have known the referee	

PRIVACY

The Valuers Registration Board of Queensland is authorised to collect your personal information under the Valuers Registration Act 1992 for the purpose of carrying out its statutory obligations and duties. Personal information provided on this form will be managed in accordance with the Information Privacy Act 2009, and will be used to:

- assess your eligibility for registration including where there is requirement to investigate your suitability for registration
- update and maintain your records
- publish relevant information about you in the Register of Valuers of Queensland, the Queensland Government Gazette and the Board's website
- provide you with services and communications including, but not limited to, renewal notices, certificates and newsletters, and
- if required, to investigate matters of a possible disciplinary ground for an offence related to the practice of valuations.

FITNESS TO PRACTISE

Answers to the following questions must be provided pursuant to s 30(a) of the *Valuers Registration Act 1992*. If you answer "Yes" to any of the following questions, please provide detail on a separate sheet and attach with this application form. Pursuant to s 31 and 31A of the *Valuers Registration Act 1992*, applicants are required to also provide an original or duly certified copy of an Australian police check which is no more than three months old

Do you have a conviction, other than a spent conviction for any of the following: *Spent conviction means a conviction for which the rehabilitation period under the Criminal Law [Rehabilitation of Offences) Act 1986 has expired and not revived under that Act.*

[i]	an indictable offence; or	☐ Yes	☐ No
[ii]	an offence against the *Valuers Registration Act 1992*; or	☐ Yes	☐ No
[iii]	any other offence relating to the practice of valuation, against a law applying, or which applied, in Queensland, or the Commonwealth or any other State or Territory of Australia or a foreign country?	☐ Yes	☐ No
Has your registration to practise as a valuer under a law applying or that applied in the Commonwealth, another State or Territory of Australia or a foreign country been cancelled or suspended by the relevant registration/licensing body?		☐ Yes	☐ No
Has any application by you for registration as a valuer been refused by any registration/licensing body?		☐ Yes	☐ No
Are you currently the subject of a disciplinary process complaint regarding your practice as a valuer?		☐ Yes	☐ No

DECLARATION

I acknowledge that if registered by the Valuers Registration Board of Queensland, my registration and professional conduct as a valuer will be regulated by relevant provisions of the *Valuers Registration Act 1992,* relevant provisions of the Valuers Registration Regulation 2013, and any other rules, regulations or laws governing my conduct as a valuer in Queensland.

I acknowledge that certain information about my registration will be made publicly available via the Register of Valuers of Queensland and the Queensland Government Gazette. In accordance with the *Electronic Transactions (Queensland) Act 2001*, by completing this application, I consent to the Board providing notices, such as registration renewals, certificates and other information via electronic communication.

I, ... , solemnly and sincerely declare that the particulars shown in this application and supporting documentation are true and correct in every particular and that no relevant information has been omitted.	**Witnessed by** (Justice of the Peace/Solicitor)**:**
Signature of applicant:	**Signature of witness:**
Date:	Date:

AMOUNT PAYABLE

	Fee	
Application for valuer registration	$277.62	This form will serve as your Tax Invoice upon full payment. There is no GST on these fees.
		Once registered, further fees apply for the certificate of registration and roll fee (reduced by one-twelfth of the fee for each whole month of the financial year that has expired)

PAYMENT METHOD

☐ Direct deposit	Account name: Valuers Registration Board of Queensland **BSB:** 064 000 **Account:** 0009 0446
☐ Credit card (Visa or Mastercard only)	Visit www.bpoint.com.au/pay/vrbqld

A receipt will be issued following registration.

SUPPORTING MATERIAL WHICH MUST BE SUBMITTED TO COMPLETE YOUR APPLICATION

Please email your report and other supporting information to admin@vrbq.qld.gov.au

- ☐ Evidence of educational qualifications
  - ☐ Copy of your degree or transcript
- ☐ Copy of your Curriculum Vitae (CV)
- ☐ Copy of your Certificate of Competence (API AAPI or FAPI CPV or RICS Chartered Valuation Surveyor)
- ☐ National Police Certificate - no more thane 3 months old

APPLICATION SUBMISSION

By email to:	For Inquiries please call:
admin@vrbq.qld.gov.au	07 3221 3892

Office use only:

Date: ..... Inv No.: …….. Payment Amount $277.62 EFT / CC

File No.: ……...