

Application for exemption or deferral in exceptional circumstances

Rule 13, Real Estate Agents (Continuing Professional Development Rules) Notice 2018

Real Estate Authority

1. Use this form to apply for an exemption or deferral from some or all of REA's Continuing Professional Development (CPD) requirements
2. When you have completed this form, email it to licensing@rea.govt.nz
3. For help to complete this form, call 0800 367 732 or 04 471 8930 or visit rea.govt.nz
4. Please keep a copy of this form your records.

1. Your details

Surname: _____ Given name(s): _____

Date of birth: ____/ ____/ _____ REA licence number: _____

2. Contact details

Email: _____

(This is an email address you are happy for us to send potentially private and personal information to.)

I agree that for business purposes you can contact me by email.

Contact phone number: (0) _____

3. Completed CPD

Number of CPD hours completed in this calendar year as at today's date: __ __ hours

Topics completed

TOPIC	APPROVED PROVIDER	DATE COMPLETED

Please include evidence of this with your application.

4. Exceptional circumstances

Please outline why you are, or were, not able to complete your CPD by 31 December. Your response should outline in detail (and provide any supporting documents and evidence) why your circumstances prevented you from being able to complete your CPD requirements.

Continue on a separate page if necessary.

When REA receives this form, we will:

- Review your application and let you know if we have approved it.
- If your application is approved by the Registrar, we will let you know if you still need to complete any REA verified training and when this is due.

5. Notice to Registrar

- I wish to apply for an exemption/deferral (**select one**) from some or all of the Continuing Professional Development (CPD) requirements for the calendar year ____ / ____ / ____ (year).
- I have included the documents set out in section 4 with this application.
- I understand that if I am granted a deferral, I will be required to complete the CPD by the date specified in the deferral confirmation and that failure to do this will result in my real estate licence being cancelled.

Signature

Date: ____ / ____ / _____ Signature: _____

Name (print name): _____