

## COMPANY NOTICE OF CHANGE OF CIRCUMSTANCES – STAFF CHANGES

*Section 67, Real Estate Agents Act 2008*

1. Use this form if you are giving notice to the Registrar of staff changes within your organisation.
2. Complete all sections using a ballpoint pen.
3. Please send the completed form to:  
**Post to: The Registrar, Real Estate Authority, P.O. Box 25 371, Wellington 6140.**  
 OR  
**Email to: [licensing@rea.govt.nz](mailto:licensing@rea.govt.nz)**
4. For help in completing this form, call 0800 for REA (0800 367 7322) or 04 471 8930 or visit [www.rea.govt.nz](http://www.rea.govt.nz).

<b>1. NAME OF COMPANY (as appears currently in the register)</b>					
Name: ..... Company licence number: .....					
<b>2. LICENSEES JOINING COMPANY OR BRANCH OF COMPANY</b>					
Name	Licence Number	Business Email	Business phone number	Date effective from	Name & Address of new workplace

*Use additional pages if required*

**3. LICENSEES LEAVING COMPANY**

Name	Licence Number	Date effective from

**4. CERTIFICATION**

I certify that the above particulars are true and correct and that I am duly authorised to provide the above changes of circumstances on behalf of the company.

Signature: ..... Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

Name [print name]: ..... Position in company: .....

*Use additional pages if required*