



ESTATE AGENCY AFFAIRS BOARD OF SOUTH AFRICA

Redressing the Past, Building the Future, and Guiding the Real Estate Industry towards Professionalism.

ONLINE NEW REGISTRATIONS, ISSUANCE OF FIDELITY FUND CERTIFICATES, DEREGISTRATIONS AND EMPLOYMENT CHANGES

7 June 2016

The Estate Agency Affairs Board (the EAAB) is committed to continuously improve the efficiency and effectiveness of its professional service to estate agents. As part of this continuous improvement, the following changes will be implemented with effect from 1 July 2016.

New registrations

With effect from 1 July 2016, the sole manner of submitting applications for registration with the EAAB as an estate agent will be the MyEAAB Agents Portal, accessible through the EAAB website via the link <https://www.eaab.org.za/myffc>.

Applications forms that are posted, faxed, emailed or hand-delivered to EAAB with effect from 1 July 2016 will not be processed and the applicants will be referred back to the MyEAAB Agents Portal.

Application forms that will have been posted, faxed, emailed or hand-delivered to the EAAB prior to 1 July 2016 will, however, still be processed and the outcome communicated.

Any person whose application will have been submitted prior to 1 July 2016 will still be able to follow up the status of the application by sending an email to registrations@eaab.org.za.

Fidelity Fund Certificates

With effect from 1 July 2016, the EAAB will no longer print and post Fidelity Fund Certificates (FFCs).

Once an FFC has been issued, the original FFC (in full colour) will be emailed to the estate agent and uploaded on the MyEAAB Agents Portal (accessible through the EAAB website via the link <https://www.eaab.org.za/myffc>) to enable the estate agent to view, print and/or download the FFC.

Renewal of Fidelity Fund Certificates

With effect from 1 July 2016, the sole manner of renewing FFCs will be through the MyEAAB Agents Portal, accessible through the EAAB website via the link <https://www.eaab.org.za/myffc>.

De-registrations, employment changes, name reservations and update of details

With effect from 1 July 2016, the EAAB will no longer accept and process the following requests if there are posted, faxed, emailed or hand-delivered to the EAAB:

1. Deregistration of individuals or firms;
2. Change of employment;
3. Update of individual or firm details; and
4. Name reservations.

The sole manner of submitting the above requests for processing will be the MyEAAB Agents Portal, accessible through the EAAB website via the link <https://www.eaab.org.za/myffc>.

Conclusion

The MyEAAB Agents Portal is currently undergoing significant enhancements and these will be finalised before 1 July 2016.

The EAAB urges all estate agents to adhere to the above changes and embrace the MyEAAB Agents Portal as an efficient, effective and reliable web-based platform for use by registered estate agents and prospective estate agents to interact and communicate with the EAAB.

ESTATE AGENCY AFFAIRS BOARD**REGISTRATION DEPARTMENT****Email: registrations@eaab.org.za****Telephone: 087 285 3222**