



Form Impression Price List

Prices include 10% GST and are subject to change without notice

Prices are only applicable to subscribers on 'Pay Per Form' Plan

Current as at 1 February 2010

PROPERTY SALES

	Pack	Accredited Agency	Retail
EF001 Contract for House & Land + Conditions	10	\$5.50	\$8.25
EF003 Contract for Residential Lots in a Community Titles Scheme + Conditions	10	\$6.60	\$9.90
EF005 PAMD 22a + REIQ Residential Sales & Purchases Schedule & Terms	10	\$3.30	\$4.95
EF006 Acknowledgement of Multiple Offers	10	\$2.20	\$3.30
EF012 Disclosure Statement (Section 206 of BCCM Act 1997)	10	\$2.20	\$3.30
EF013 Authority for REIQ Lots in a Community Titles Scheme Contract	10	\$2.20	\$3.30
EF038 Estimate of Selling Price	10	\$2.20	\$3.30
EF049 Statement Pursuant to Sect. 148, 149 PAMD Act 2000	10	\$2.20	\$3.30
EF057 Comparative Market Analysis	10	\$2.20	\$3.30
EF058 Agent Referral	10	\$2.20	\$3.30
EF060 Statement Pursuant to Section 21 (Land Sales Act 1984-85)	10	\$2.20	\$3.30
EF072 Conjunction Confirmation by Fax	10	\$2.20	\$3.30

FREE PROPERTY SALES FORMS

EF010 Buyers Acknowledgement - House & Land	EF044 PAMD 28 Beneficial Interest to Seller
EF142 Buyers Acknowledgement via Email - House & Land	EF075 PAMD 23 Reappointment of Real Estate Agent, Pastoral House or Auctioneer
EF011 Contract Cover Letter - House & Land	EF079 PAMD 27c Sellers Agent Disclosure to Buyer
EF020 Buyers Acknowledgement - Residential CTS	EF088 Privacy Notice - Sales Appointment
EF143 Buyers Acknowledgement via Email - Residential CTS	EF138 Privacy Notice - Open Inspection
EF021 Contract Cover Letter - Residential CTS	EF101 Sustainability Declaration

PROPERTY MANAGEMENT

	Pack	Accredited Agency	Retail
EF014 General Tenancy Agreement & REIQ Additional Terms	10	\$3.30	\$4.95
EF015 Application Residential Tenancy	10	\$2.20	\$3.30
EF016 PAMD 20a + REIQ Residential Property Management Schedule & Terms	10	\$3.30	\$4.95
EF017 Contractor Appointment Form	10	\$2.20	\$3.30
EF018 Agreement to Terminate Fixed Term Tenancy	10	\$2.20	\$3.30
EF061 PAMD 20a + REIQ Holiday Letting (Off Site) Schedule & Terms	10	\$3.30	\$4.95
EF071 Property Inspection Report	10	\$2.20	\$3.30
EF089 Privacy Notice - Management/ Leasing Appointment	200	FREE	FREE

FREE PROPERTY MANAGEMENT FORMS FOR REIQ MEMBERS

EF009 New Listing/Management Checklist	EF112 Property Management Weekly Report
EF070 Renewal of Tenancy Authorisation Form	EF113 Tenant Sign up Checklist
EF083 Post Application Fact Sheet	EF114 Property Management Team Meeting Agenda
EF084 Comparative Market Analysis for Rental Property	EF115 Notice to Remedy Breach - Pet instructions
EF086 Rental Enquiry Form	EF116 Notice to Remedy Breach - Yard maintenance
EF090 Verifying Tenancy Application Form	EF117 Vacating Checklist
EF091 Privacy Notice - Application for Tenancy	EF118 Entry Notice Covering Letter
EF092 Previous Lessor/Agent Verification	EF119 Vacating Tenant Letter (Form 13)
EF093 Pre-Application Fact Sheet	EF120 Vacating Letter to Lessor
EF094 Checklist for Processing Tenancy Application	EF121 Property Manager Sign Up Checklist
EF095 Lessor Maintenance Instruction Form	EF126 Key Sign In/Sign Out Register
EF096 Request for Maintenance	EF127 Communication Record
EF097 Entry Condition Report Letter - Tenant	EF130 Property Management KPIs
EF098 Entry Condition Report Letter - Lessor	EF132 Agreement to Renew Fixed Term Tenancy
EF107 Arrears 4 day letter	EF136 Smoke Alarm Responsibilities - Lessor
EF108 Arrears 8 day letter	EF137 Smoke Alarm Responsibilities - Tenant
EF109 Arrears Cover letter to Owner	EF150 Consent to conduct an open house on the premises
EF110 Arrears 12 day letter	EF152 Consent to use photos or images for advertising
EF111 Rent Arrears Procedure	EF154 Withdrawal of Notice - Payment of rent receive
EF151 Consent to hold an onsite auction	EF155 Selling Agents notice to Tenant - Evidence of Appointment
EF153 Tenant's Acknowledgment - section 58 RTRA Act	

FREE RESIDENTIAL TENANCY AUTHORITY FORMS

RTAFORM 1a Entry Condition Report	RTAFORM 9 Entry Notice
RTAFORM 2 Bond Lodgement	RTAFORM 10 Notice of Lessor's Intention to Sell Premises
RTAFORM 3 Transfer of Bond	RTAFORM 11 Notice to Remedy Breach
RTAFORM 4 Refund of Bond	RTAFORM 12 Notice to Leave
RTAFORM 5 Change of Lessor or Lessor's Agents	RTAFORM 13 Notice of Intention to Leave
RTAFORM 6 Change of Shared Bond Arrangement	RTAFORM 14a Exit Condition Report
RTAFORM 7 Part-Payment of Rental Bond	RTAFORM 16 Dispute Resolution Request
RTAFORM 8 Lessor's Agent Signature Record	

COMMERCIAL & INDUSTRIAL		Pack	Accredited Agency	Retail
EF004	Contract for Commercial Lots in a Community Titles Scheme + Conditions	10	\$6.60	\$9.90
EF019	Contract of Sale Commercial Property	10	\$6.60	\$9.90
EF045	Standard Conditions Commercial Contract	10	\$7.30	\$10.95
EF024	Commercial Tenancy Agreement	1	\$4.40	\$6.60
EF026	Agreement to Lease	10	\$3.30	\$4.95
EF007	PAMD 21a + REIQ Commercial Sales & Purchases Schedule & Terms	10	\$3.30	\$4.95
EF008	PAMD 21a + REIQ Commercial Leasing Schedule & Terms	10	\$3.30	\$4.95
EF036	PAMD 21a + REIQ Commercial Management Agreement	10	\$3.30	\$4.95
EF051	PAMD 21a + REIQ Commercial Sale, Purchase & Lease Schedule & Terms	10	\$3.30	\$4.95
EF052	Annual Estimate of Outgoings Year Ending – Form 2.1	10	\$2.20	\$3.30
EF063	Lessor Disclosure Statement	10	\$2.20	\$3.30
EF064	Assignee Disclosure Statement	10	\$2.20	\$3.30
EF065	Assignor Disclosure Statement	10	\$2.20	\$3.30
EF066	Intention to Renew	10	\$2.20	\$3.30
EF067	Lessee Disclosure Statement	10	\$2.20	\$3.30
EF068	Financial Advice Certificate	10	\$2.20	\$3.30
EF069	Legal Advice Certificate	10	\$2.20	\$3.30

BUSINESS BROKERS		Pack	Accredited Agency	Retail
EF030	Contract Business Sale	10	\$6.60	\$9.90
EF047	Standard Conditions Business Contract	10	\$7.30	\$10.95
EF031	Prospective Buyer Registration, Disclaimer & Confidentiality Agreement	1000	FREE	N/A
EF032	Conjunctional/Referral Agreement	1000	FREE	N/A
EF033	PAMD 21a + Business Brokers Schedule & Terms	10	\$3.30	\$4.95
EF034	Business Information Statement	10	\$3.30	\$4.95
EF035	Marketing and Advertising Schedule	1000	FREE	FREE

MANAGEMENT RIGHTS		Pack	Accredited Agency	Retail
EF027	Contract Management Rights	1	\$2.20	\$3.30
EF055	Standard Conditions Management Rights Contract	1	\$3.30	\$4.95
EF028	Assignment of Appointment – Resident Letting Agent	1000	FREE	FREE
EF029	PAMD 20a + REIQ Holiday Letting (RUM) Schedule & Terms	10	\$3.30	\$4.95
EF054	Conditions of Bookings	10	\$3.30	\$4.95
EF059	Statement under Sect. 153 PAMD Act 2000	10	\$2.20	\$3.30

EMPLOYMENT		Pack	Accredited Agency	Retail
EF042	Employment Agreement – Real Estate Industry Award 2010 – Corporation	1	\$3.30	\$4.95
EF043	Employment Agreement for Salespeople – Non Corporation	1	\$3.30	\$4.95
EF046	Employment Agreement for Property Managers – Non Corporation	1	\$3.30	\$4.95
EF048	QPIR – Application to Register Agreement – Corporation	1000	FREE	FREE
EF050	Award Flexibility Agreement – Real Estate Industry Award 2010	1000	FREE	FREE
EF053	Guarantee of Annual Earnings – Real Estate Industry Award 2010	1000	FREE	FREE
EF056	QPIR – Application to Register Agreement – Non Corporation	1000	FREE	FREE
EF080	Schedule 2 - Application to register amended terms of employment	1000	FREE	FREE
EF081	Employment Register	10	\$2.20	\$3.30
EF082	Employment Authority	10	\$2.20	\$3.30

MISCELLANEOUS		Pack	Accredited Agency	Retail
EF037	Complaints Register	10	\$2.20	\$3.30
EF037a	Sample Consumer Complaint and Dispute Resolution Statement	1000	FREE	FREE
EF085	PAMD 32a Lawyers Certificate (for use by Solicitors only)	1000	FREE	FREE
EF099	Assignment of Appointment	1000	FREE	FREE
EF133	Clients Acknowledgement of Appointment	1000	FREE	FREE
EF135	Consent to receive electronic communication	1000	FREE	FREE
EF141	Sample Privacy Statement	1000	FREE	FREE

FREE AUCTION FORMS		Pack	Accredited Agency	Retail
EF062	PAMD 24a Appointment to Act as Auctioneer			
EF073	Conditions of Sale by Public Auction			
EF104	Bidders Registration Form*			
EF105	Letter of Authority – Telephone Bids*			
EF106	Letter of Authority – Bid on behalf of another party*			
EF131	Notice of Reserve Price*			
EF139	Assignment of Appointment – Auctioneer*			
EF140	Bidders Guide*			
EF149	Statement Pursuant to Section 225 & 226 Auctioneer			

* Available to REIQ members only

WARNING: IF YOU DO NOT HAVE A CURRENT TEMPLATE REPORT REALWORKS WILL NOT REPLACE PURCHASED IMPRESSIONS



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