

REGISTRATION OF A NON-EXECUTIVE PRINCIPAL ESTATE AGENT

1

Email your letter of request for educational exemption, the certified resolution, detailed CV, ID Copy and Proof of payment of assessment fee of R2 500 to exemptions@eaab.org.za;

2

On successful assessment, you will receive the duly signed exemption letter from Education Department;

3

Email your application for registration or upgrade, the Certified Copy of ID, and the CIPC document to registrations@eaab.org.za;

4

You will receive an email with the required FFC application fee or FFC amendment fee, your seven digit reference number and the bank account details.

5

Pay the fee in the email using the seven-digit reference and email proof of payment to registrations@eaab.org.za

6

Your application and uploaded documents will be processed;

7

On successful allocation of payment, the FFC will be issued and email notification sent to you;

8

Log in on <https://www.eaab.org.za/myffc> with your username and password and view, download and print your FFC or registration certificate using the "Individual FFC History" link