



*Land Agents Act 1994*

## Guidelines for Applicants Auctioneer Registration

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### Licensing and Registration

Level 3  
Chesser House  
91-97 Grenfell Street  
Adelaide SA 5000

GPO Box 1719  
Adelaide SA 5001

Tel 131 882  
Fax 08 8204 9697

[www.cbs.sa.gov.au](http://www.cbs.sa.gov.au)

### Who needs to be registered?

If you conduct an auction of land or a business, in the course of your business as a land agent or for another land agent, you must be registered as an auctioneer.

### Qualifications

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To qualify for registration as an auctioneer you must be registered as a land agent or sales representative and in addition hold the qualification listed below:

A Statement of Attainment showing satisfactory completion of, or status granted in, the following units of competency conferred by a Registered Training Organisation registered to deliver the units from the *CPP07 Property Services Training Package*:

- 1) CPPDSM4004A - Conduct auction; and
- 2) CPPDSM4019A - Prepare for auction and complete sale.

Or

A Statement of Attainment showing satisfactory completion of, or status granted in, the following units of competency conferred by a Registered Training Organisation registered to deliver the units from the *PRD01 Property Development and Management Training Package*:

PRDRE26A - Conduct property sale by auction

If you believe that you have other qualifications and/or experience equivalent to this unit of competency, you should discuss the recognition of prior learning process with a Registered Training Organisation.

### How to apply for registration as an auctioneer

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If you are not already registered as a land agent or sales representative, you can apply for your auctioneer's registration at the same time as for your land agent or sales representative's registration. To do this, please call our office or attend in person at our Adelaide office and we will ask you a series of questions and complete the application form for you. You can then check and lodge this form, along with the supporting documentation listed below.

If you are already registered as a land agent or sales representative, you can apply by completing an *Application Form - Auctioneer Registration* and lodging it with our office.

For further information on your requirement to be registered or to commence the application process, please contact the Commercial Section on 131 882.

## **Information to be provided with your application**

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### **Fees**

The application fee of \$102.00.

*Note: this fee is not charged if applying for registration as a land agent or sales representative at the same time as for auctioneer's registration.*

### **Evidence you meet the qualification requirement**

You must attach a copy of your qualification. This must be either an original document or a copy certified by a Justice of the Peace or a Commissioner for Taking Affidavits.

### **Proof of identity**

If you are a registered land agent and do not already have a photographic registration card, your photo will be taken for your registration card after lodging this application. You must provide 100 points of ID when having your photo taken. If lodging this application by post, you will be advised in writing of the full details of the identity check requirements. If you wish to apply in person at our Adelaide office, please contact the Commercial Section on 131 882 to obtain full details of the 100 point identity check requirement. Your photo can be taken at the time of lodgement at our Adelaide office, otherwise we will provide details of alternative locations throughout the State.