



College Chronicle

August 2012

Australian College of Professionals, Level 10, 99 York Street, Sydney, 2000
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UPCOMING CPD COURSES

Northern Beaches

Sales & Prop Mgmt
Tues 14th Aug

Gosford

Sales & Prop Mgmt
Wed 15th Aug

Ballina

Sales & Prop Mgmt (AM)
or Strata (PM)
Mon 20th Aug

Sydney CBD

Commercial Sales
& Leasing
Thurs 23rd Aug

Sydney CBD

Sales (AM) or
Prop Mgmt (PM)
Thurs 23rd Aug

Castle Hill

Strata
Thurs 30th Aug

Dubbo

Sales & Prop Mgmt
Thurs 6th Sept

Changing Work Address???

Starting a new job can bring with it many changes, business cards, phone numbers, uniforms and of course your work address. Most agents will have changed offices throughout their career and sent through a quick letter on the fax to NSW Fair Trading to update their licence or certificate information when they remember. NSW Fair Trading now require you to complete a designated form to have your licence information updated and will no longer accept a letter to do so.

Those agents who have forgotten to change their address, and then not received their licence or certificate renewal forms, will know the importance of changing their work address, from the hard experience of having to either pay a late fee or to re-apply for their certificate or licence.

If you have changed your office address you can download the right form from the NSW Fair Trading website:

http://www.fairtrading.nsw.gov.au/About_us/Our_services/Forms/Property_services_forms.html

There are two forms available, one for licence holders and one for certificate holders.

Don't forget that the NSW Fair Trading website is an excellent tool for keeping you updated of any changes to the industry and any important notifications you may require.

***Do you need a licence?
Are you eligible for government funding?
Ask us how...
Call Stephanie on 1300 88 48 10.***

UPCOMING CERTIFICATE OF REGISTRATION COURSES

Sydney CBD

3 days face to face

**Mon 20th – Wed 22nd
August**

Ballina

Self-Study + 1 Day Tutorial

Tues 21st Aug

Castle Hill

3 days face to face

Mon 3rd – Wed 5th Sept

Port Macquarie

Self-Study + 1 Day Tutorial

Wed 12th Sept

Central Coast

Self-Study + 1 Day Tutorial

Wed 12th Sept

Penrith

Self-Study + 1 Day Tutorial

Thurs 13th Sept

Wagga Wagga

Self-Study + 1 Day Tutorial

Thurs 20th Sept

Trust Moneys Return

One of the important notifications that is currently on the website is the reminder for licence holders to have their Trust Account audit completed on time. For any licence holders who have not consulted the Fair Trading website, the Trust Account audit must be lodged by 30 September 2012. Any current licence holders, former licence holders or a representative of a licensee, who has held or received trust monies in the financial year ending June 30th 2012 must have their trust account audited by an authorised auditor.

If a licensed corporation or an individual licensee has not held any trust money during 2011/12, then a statutory declaration to this effect must be lodged.

This means that every licensee, both corporations and individuals, must lodge either a trust account audit or a statutory declaration. Completed statutory declarations must be returned by 30 September 2012.

If you have held trust monies, visit the Fair Trading website and download the Auditors guide:

http://www.fairtrading.nsw.gov.au/pdfs/property_agents_and_managers/PSBAA_auditors_guide_2012.pdf

and Audit Report:

http://www.fairtrading.nsw.gov.au/pdfs/About_us/Forms/PSBA_auditors_report_2012.pdf

If you have not held trust monies and are required to complete the statutory declaration, be sure to download the correct form:

Licensee Corporation:

http://www.fairtrading.nsw.gov.au/pdfs/About_us/Forms/PSBA_stat_dec_corp_2012.pdf

Individual Licensee:

http://www.fairtrading.nsw.gov.au/pdfs/About_us/Forms/PSBA_stat_dec_individual_2012.pdf

From our Office.....

We are pleased to let everyone know that, following surgery last week, one of the College's Senior Trainers and Assessors, George Evangelidis, is doing well. He will be out of hospital next week and back to running courses, marking assessments and generally giving cheek.



*Australian College
of Professionals.*