



## Auctioneers Register - Company Application Form

This application form is for a company to apply to be a registered auctioneer under the Auctioneers Act 2013.

To apply to become a registered auctioneer:

1. For each person concerned in the management of the company (see page 2 for explanation), obtain a copy of his/her criminal record from the Ministry of Justice (see [how-to-get-a-copy-of-your-criminal-conviction-history](#) ). This may take up to 20 working days. If the person already has a copy of their record that is dated no earlier than 6 months from this application, this may be used. Complete this application form.
2. Complete this application form.
3. **Send us your completed form and copy of your criminal record.** You can either:
  - save and email to: [auctioneers@mbie.govt.nz](mailto:auctioneers@mbie.govt.nz)
  - post to: Consumer Protection and Standards Branch - Auctioneers Register  
Ministry of Business, Innovation and Employment  
PO Box 1473  
Wellington 6011

The fee for an application for registration is \$310.00 (inclusive of GST). We will invoice you for payment of the fee on receipt of your application (please do **not** send a cheque with your application). Payment of the fee is required before your application can be completed.

Please complete the form using the fillable fields (please note you will need to print and sign the pages that require a signature).

Items marked with ⇒ are additional information that will assist with the processing of your application; all other items are mandatory information required under section 9 of the Auctioneers Act 2013. Items marked with \* will display on the Auctioneers Register.

### Company Details

**\*Trading Name:**

\_\_\_\_\_  
Name of the company or trading name of the auction business

⇒ **Entity Type:**

**New Zealand Company – please provide number:** \_\_\_\_\_

**Other – Please specify** \_\_\_\_\_

**\*Principal Place of Business (Must be a New Zealand address)**

**Street Number & Name:**

.....

**Suburb:**

.....

**City:**

.....

⇒ **Postal Address** (If different from above)

**Street/PO Box/Pvt Bag:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_

**City:** \_\_\_\_\_

## Application Contact

Please provide a contact for this application

**Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

## Auctioneers Register Details

In addition to your company name and principal place of business the following details are required and will be displayed on the Auctioneers Register.

### \*Address for Service

The Address for Service must be a New Zealand street address (PO Box, Private Bag, Document Exchanges or Rural delivery addresses are not acceptable)

**Street Number & Name:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_

**City:** \_\_\_\_\_

**\*Fax number(if available):** \_\_\_\_\_

**\*Email Address (if available):** \_\_\_\_\_

## Persons Concerned in the Management of the Company

Every Director (as defined in section 126 of the Companies Act 1993) and the Chief Executive of the company (or any person occupying the equivalent position) are the 'persons concerned in the management of the company'.

Each of them must be named in this section, and the required information provided.

Each of them must personally complete the person declaration.

If there are more than three persons concerned in the management of the company, please copy the person details sheet (pages 3-8) and attach the completed sheets.

## Persons Concerned in the Management of the Company – Continued

### Person Details - One

Position held:  Director  Chief Executive  Other – Please specify \_\_\_\_\_

Legal/Family Name: \_\_\_\_\_

Legal First/Given Names: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

### Residential Address

Street Number & Name: \_\_\_\_\_

Suburb: \_\_\_\_\_

City: \_\_\_\_\_

Country: \_\_\_\_\_

## Disqualification under Auctioneers Act 2013

## Part 1 of 2

Please answer the question below to the best of your knowledge and belief.

If you answer yes to any of the question 1-10 you are disqualified from registration under the Auctioneers Act 2013.

1. Are you under 18 years of age?  Yes  No
2. Are you an undischarged bankrupt?  Yes  No
3. Are you a person whose registration under the Auctioneers Act 2013 has been cancelled within the preceding 5 years?  Yes  No
4. Are you prohibited from being a director, or being concerned or taking part in the management of, an incorporated or unincorporated body under any enactment or order made under any enactment?  Yes  No
5. Have you been convicted of a crime involving dishonesty within the preceding 5 years?  Yes  No
6. Have you been convicted in the preceding 5 years of an offence against section 40 of the Fair Trading Act 1986 for contravention of any provision of Part 1 or subpart 4 of Part 4A of that Act?  Yes  No
7. Have you been convicted in the preceding 5 years of an offence against section 24 of the Fair Trading Act 1986?  Yes  No
8. Have you been subject to an order suspending or cancelling a licence under section 110 of the Real Estate Agents Act 2008?  Yes  No
9. Have you been banned, or subject to a banning order under section 68 or 69 of the Motor Vehicle Sales Act 2003?  Yes  No
10. Have you been subject to a property order made under section 30 or 31 of the Protection of Personal and Property Rights Act 1988?  Yes  No

I (full name, address and occupation).....  
solemnly and sincerely declare that the statements contained in this form are true. And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957

Signature of person making the declaration.....

Declared at (place)....., on (day)..... Of (month).....  
(Year) 20.....

**Justice of the Peace, barrister and solicitor of the High Court, or other person authorised by law to take statutory declarations (in printed letters)**

Before me (full name).....

Qualification.....

Address.....

[Signature of person before whom the declaration is made]

.....

Confirm: Ministry of Justice Criminal Record/s attached

Yes

**Person Details - Two**

Position held:  Director  Chief Executive  Other – Please specify \_\_\_\_\_

Legal/Family Name: \_\_\_\_\_

Legal First/Given Names: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**Residential Address**

Street Number & Name: \_\_\_\_\_

Suburb: \_\_\_\_\_

City: \_\_\_\_\_

Country: \_\_\_\_\_

**Disqualification under Auctioneers Act 2013**

Please answer the question below to the best of your knowledge and belief.

If you answer yes to any of the question 1-10 you are disqualified from registration under the Auctioneers Act 2013.

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1. Are you under 18 years of age?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are you an undischarged bankrupt?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you a person whose registration under the Auctioneers Act 2013 has been cancelled within the proceeding 5 years?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are you prohibited from being a director, or being concerned or taking part in the management of, an incorporated or unincorporated body under any enactment or order made under any enactment?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Have you been convicted of a crime involving dishonesty within the preceding 5 years?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Have you been convicted in the preceding 5 years of an offence against section 40 of the Fair Trading Act 1986 for contravention of any provision of Part 1 or subpart 4 of Part 4A of that Act? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Have you been convicted in the preceding 5 years of an offence against section 24 of the Fair Trading Act 1986?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8. Have you been subject to an order suspending or cancelling a licence under section 110 of the Real Estate Agents Act 2008?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 9. Have you been banned, or subject to a banning order under section 68 or 69 of the Motor Vehicle Sales Act 2003?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
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Qualification.....

Address.....

[Signature of person before whom the declaration is made]

.....

Confirm: Ministry of Justice Criminal Record/s attached

Yes

**Person Details - Three**

Position held:  Director  Chief Executive  Other – Please specify \_\_\_\_\_

Legal/Family Name: \_\_\_\_\_

Legal First/Given Names: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**Residential Address**

Street Number & Name: \_\_\_\_\_

Suburb: \_\_\_\_\_

City: \_\_\_\_\_

Country: \_\_\_\_\_

**Disqualification under Auctioneers Act 2013**

Please answer the question below to the best of your knowledge and belief.

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- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1. Are you under 18 years of age?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are you an undischarged bankrupt?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you a person whose registration under the Auctioneers Act 2013 has been cancelled within the preceding 5 years?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are you prohibited from being a director, or being concerned or taking part in the management of, an incorporated or unincorporated body under any enactment or order made under any enactment?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Have you been convicted of a crime involving dishonesty within the preceding 5 years?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
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| 7. Have you been convicted in the preceding 5 years of an offence against section 24 of the Fair Trading Act 1986?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
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Before me (full name).....

Qualification.....

Address.....

[Signature of person before whom the declaration is made]

.....

Confirm: Ministry of Justice Criminal Record/s attached

Yes



## Company Declaration

Please answer the question below to the best of your knowledge and belief.

If you answer yes to any of the question 1-8 your Company is disqualified from registration under the Auctioneers Act 2013.

1. Are any persons concerned in the management of the company disqualified from registration under section 6 (1) of the Auctioneers Act 2013?  Yes  No
2. Has the company's registration under the Auctioneers Act 2013 been cancelled within the proceeding 5 years?  Yes  No
3. Has the Company been convicted in the preceding 5 years of an offence against section 40 of the Fair Trading Act 1986 for contravention of any provision of Part 1 or subpart 4 of Part 4A of that Act?  Yes  No
4. Has the Company been convicted in the preceding 5 years of an offence against section 24 of the Fair Trading Act 1986?  Yes  No
5. Is the Company subject to an order suspending or cancelling a licence under section 110 of the Real Estate Agents Act 2008?  Yes  No
6. Is the Company banned, or subject to a banning order under section 68 or 69 of the Motor Vehicle Sales Act 2003?  Yes  No
7. Is the Company in liquidation, receivership or voluntary administration?  Yes  No
8. Has the name of the Company been removed from the register of companies kept under section 360 (1) (a) of the Companies Act 1993?  Yes  No

**Company declaration:**

I (full name of Person) ....., have Company authority and declare that the information supplied above is true and correct.

Authorised Persons Signature: .....

Date Signed: .....