

**Yang Di-Pertua:**  
Sr. Faizan bin Abdul Rahman

**Pendaftar:**  
R. Mahaletchumi



**Pegawai Perkhidmatan**  
Telefon : 03-2288 8815  
          03-2288 8816  
          03-2288 8817  
Hunting : 03-2287 6666  
Fax      : 03-2288 8819

**E-mail:** [lppeh@po.jaring.my](mailto:lppeh@po.jaring.my)  
**Home Page:** [www.lppeh.gov.my](http://www.lppeh.gov.my)

## **NOTICE**

**To :** ALL REGISTERED VALUERS/APPRAISERS/ESTATE AGENTS  
PROBATIONARY VALUERS/PROBATIONARY ESTATE AGENTS

**Date :** 1 September 2015

Please be informed that with effect from **1 September 2015**, the **BOARD OF VALUERS, APPRAISERS AND ESTATE AGENTS MALAYSIA** shall be located at the following address:-

**A-19-13A, LEVEL 19  
MENARA UOA BANGSAR  
NO. 5, JALAN BANGSAR UTAMA 1  
59000 KUALA LUMPUR  
TEL NOS. 03-22888815, 22888816, 22888817, 22876666 (Hunting Line)  
FAX NO. 03-22888819**

Kindly direct all future correspondences to the aforesaid address.

Yours faithfully

**R. MAHALETCHUMI**  
Registrar  
LEMBAGA PENILAI, PENTAKSIR DAN  
EJEN HARTA TANAH MALAYSIA  
RM/ad

**Yang Di-Pertua:**  
Sr. Faizan bin Abdul Rahman

**Pendaftar:**  
R. Mahaletchumi



**Pegawai Perkhidmatan**  
Telefon : 03-2288 8815  
          03-2288 8816  
          03-2288 8817  
Hunting : 03-2287 6666  
Fax : 03-2288 8819

**E-mail:** [lppeh@pe.jaring.my](mailto:lppeh@pe.jaring.my)  
**Home Page:** [www.lppeh.gov.my](http://www.lppeh.gov.my)

Date : 1 October 2015

## ALL REGISTERED FIRMS

Dear Sir/Madam

1. APPLICATION FOR RENEWAL OF AUTHORITY TO PRACTICE AS A FIRM
2. PROFESSIONAL INDEMNITY INSURANCE
3. AUDITED CLIENT'S ACCOUNTS UNDER RULE 59

This serves to remind you that your Authority to Practice as a firm **expires on 31<sup>st</sup> December 2015** and shall thereafter be renewable upon payment of the prescribed fee as follows:

a. Sole Proprietor	RM50.00
Branches - sole proprietor	RM50.00
b. Partnership / Body Corporate	RM75.00
Branches - partnership/body corporate	RM75.00

An application for renewal of an Authority to Practice shall be in **FORM P**, a copy of which is enclosed herewith. Kindly complete the same enclosing the **requisite fee**, a copy of the **Professional Indemnity insurance certificate** and the **audited client's accounts**.

All registered firms are advised once again to include their copy of the Professional Indemnity insurance certificate and the audited client's accounts, as forms submitted to the Board with payment but without the Professional Indemnity insurance certificate and the audited client's accounts shall be returned forthwith to the registered firm concerned.

...2/

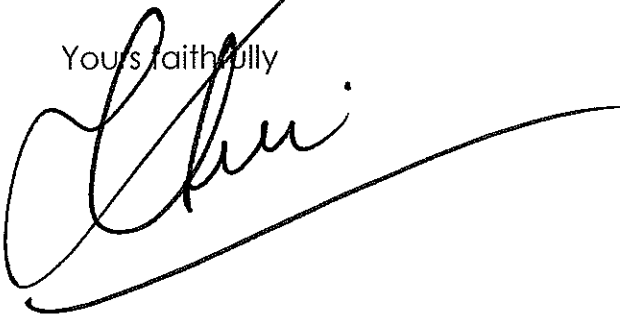
**Please note that there shall be removed from the Register of Firms the name and particulars of any registered firm which has contravened or failed to comply with any of the terms or conditions of its registration.**

**Section 25 (3)(b)**

All Cheques/Money orders/bank drafts shall be made out in favour of the "**BOARD OF VALUERS, APPRAISERS AND ESTATE AGENTS MALAYSIA**" or "**LEMBAGA PENILAI, PENTAKSIR DAN EJEN HARTATANAH MALAYSIA**" and crossed "Not Negotiable".

Payment may also be made via the credit card mode at the Board's office.

Yours faithfully



**MAHALETCHUMI**

Registrar

LEMBAGA PENILAI, PENTAKSIR DAN  
EJEN HARTA TANAH MALAYSIA

RM/fz

**FORM P**  
(RULE 25I)

**APPLICATION FOR RENEWAL OF AUTHORITY TO PRACTISE**  
**\*VALUATION/APPRaisal/ESTATE AGENCY AS A FIRM**

Name of Firm .....

Firm's Registration No. ....

Address of Firm .....

..... Postcode .....

Tel. No. .... Fax No. .... E-Mail Address .....

Correspondence Address (if different from above).....

.....Postcode.....Tel. No. ....

To :

The Registrar, Board of Valuers, Appraisers and Estate Agents Malaysia

\*I/We, the undersigned hereby apply for the renewal of \*my/our authority to practise \*valuation / appraisal / estate agency / property management as a firm which expires on **31 DECEMBER 2015** and attach with this application the following:

- (a) a copy of the Professional Indemnity Insurance Certificate for the period \_\_\_\_\_
- (b) the audited client's accounts for the period \_\_\_\_\_  
(Eighth Schedule / Certificate under rule 59)
- (c) the requisite fee of \*RM50.00 / RM75.00

\* I / We hereby declare that the information provided herewith is true and the Board may revoke my / our Authority to Practise if it is found to be false or misleading.

Date : ..... Signature of Applicant

FOR OFFICE USE ONLY

Date received .....Receipt No.....

Applicant notified on.....Signature of Registrar .....

\* Delete whichever is not applicable

## CERTIFICATE UNDER RULE 59

Name(s) of Sole Principal, Partners or Directors\* Firm's/Company's Names(s) and Address(es).

Accounting Period(s):

Beginning  
Beginning

Ending  
Ending

I/We hereby certify in accordance with rule 59 of the Valuers, Appraisers and Estate Agents Rules 1986 that during the accounting period(s) set out above:

*(delete (a) or (b) as appropriate)*

- (a) I/We did not receive or hold clients' money \*and/or stakeholder money as defined by rule 2; or
- (b) I/We did receive or hold clients money \*and/or stakeholder money and attach an Auditor's Report in accordance with rule 59.

Signed:

Date:

To:

The Registrar,  
Board of Valuers, Appraisers and Estate Agents,  
Malaysia.

- \* The names of partners of directors who have retired or have been appointed during the accounting period should be included, with the dates when they retired or were appointed.

---

\* Delete whichever is not applicable.

**EIGHTH SCHEDULE**  
**(Rule 59)**

**CLIENT'S ACCOUNTS**

AUDITOR'S REPORT:

Name (s) of Sole Principal, Partner or Director\* .....

Firm's/Company's Name(s) and Address(es).

Accounting Period(s):

Beginning	Ending
Beginning	Ending

REPORT:

I/We have examined the books, accounts and documents produced relating to the practice(s) of the above named to the extent required by the Valuers, Appraiser and Estate Agents Rules 1986-

- (1) In so far as an opinion can be based on this limited examination I am/we are satisfied that during the above mentioned accounting period(s) he/they/has/have complied with the provisions of the Valuers, Appraisers and Estate Agents Rules 1986 except so far as concerns-

*(delete (a), (b) or (c) as appropriate)*

- (a) certain trivial breaches due to clerical errors or mistakes in book-keeping, all of which were rectified on discovery and none of which, I am/we are satisfied, resulted in any loss to any client;
- (b) the matters set out in Part I in the Schedule below/overleaf in respect of which I/we have been unable to satisfy myself/ourselves for the reasons therein stated;
- (c) the matters set out in part 2 of the Schedule below/overleaf in respect of which it appears that the above named has/have not complied with the provisions of the Valuers, Appraisers and Estate Agent Rules 1986.

(2) The results of the comparisons required under rule 58 at the dates selected by me/us were are follows:

(i) at .....

(a) the figures were in agreement;

(b) there was a difference computed as follows:

Liabilities to clients as shown by client's  
ledger accounts ... .. RM

Cash held in client's account after allowance  
for outstanding cheques and lodgments  
cleared after date .... .. RM

RM

(ii) at .....

(a) the figures were in agreement;

(b) there was a difference computed as follows:

Liabilities to clients as shown by client's  
ledger accounts ... .. RM

Cash held in client's account after allowance  
for outstanding cheques and lodgments  
cleared after date .... .. RM

RM

Signed (firm's name):

Address:

Date:

To:

The Registrar,  
Board of Valuers, Appraisers and Estate Agents,  
Malaysia.

- \* The names of partners of directors who have retired or have been appointed during the accounting period should be included, with the dates when they retired or were appointed.

## SCHEDULE

### Part 1

Matters on which the accountant has been unable to satisfy himself for the reasons stated.

### Part 2

Matters (other than trivial breaches) in respect of which it appears to the accountant that the registered valuer, appraiser or estate agent has not complied with the Valuers, Appraisers and Estate Agents Rules 1986.



**Yang Di-Pertua:**  
Sr. Faizan bin Abdul Rahman

**Pendaftar:**  
R. Mahaletchumi



**Pegawai Perkhidmatan**  
Telefon : 03-2288 8815  
          03-2288 8816  
          03-2288 8817  
Hunting : 03-2287 6666  
Fax : 03-2288 8819

**E-mail:** [lppeh@pejaring.my](mailto:lppeh@pejaring.my)  
**Home Page:** [www.lppeh.gov.my](http://www.lppeh.gov.my)

Date : 1 October 2015

## **ALL REGISTERED VALUERS, APPRAISERS AND ESTATE AGENTS**

Dear Sir/Madam

- 1. APPLICATION FOR RENEWAL OF AUTHORITY TO PRACTICE**
- 2. CERTIFICATES OF ATTENDANCE OF CPD**
- 3. ONE COPY OF PHOTOGRAPH FOR ESTATE AGENTS (ID CARD)**

This serves to remind you that your Authority to Practice under section 16(2) **expires on 31<sup>st</sup> December 2015** and shall thereafter be renewable upon payment of the prescribed fees as follows:

a. Valuers	RM200.00
b. Estate Agents	RM200.00
c. Appraisers	RM150.00

An application for renewal of an Authority to Practice shall be in **FORM D**, a copy of which is enclosed herewith. Kindly complete the same enclosing the **requisite renewal fee** accompanied by a detailed statement of the hours attended in the **CONTINUOUS PROFESSIONAL DEVELOPMENT** programme together with copies of the relevant certificates of attendance in **Appendix B** and in the event you are the supervising agent for the Negotiators, kindly forward a copy of the **list of Negotiators** under your supervision.

...2/

All Registered Valuers, Appraisers and Estate Agents are advised once again to include their certificates of attendance of Continuous Professional Development, as forms submitted to the Board with payment but without the certificates shall be returned forthwith to the registered valuers, appraisers or estate agents concerned.

**Please note that there shall be removed from the Register the name and particulars of any registered Valuer, Appraiser or Estate Agent who has failed to renew his/her Authority to Practice within three (3) months of the expiry thereof.**

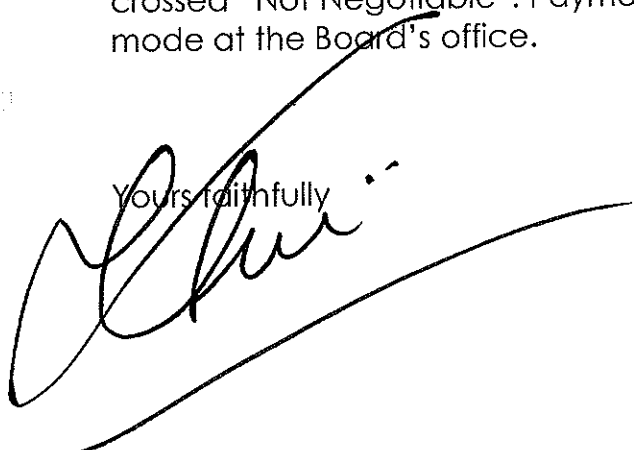
**Section 25 (1) (d).**

We wish to bring to your attention Section 26 (4) which reads as follows:

**Any person whose name has been removed from the Register under paragraphs (a), (c), (d) of subsection (1) of section 25 may be reinstated as soon as he/she has applied to be reinstated and upon payment of such fees, arrears and charges and upon satisfying such other conditions, as may be prescribed by the Board.**

All Cheques/Money orders/bank drafts shall be made out in favour of the "BOARD OF VALUERS, APPRAISERS AND ESTATE AGENTS MALAYSIA" or "LEMBAGA PENILAI, PENTAKSIR DAN EJEN HARTATANAH MALAYSIA" and crossed "Not Negotiable". Payment may also be made via the credit card mode at the Board's office.

Yours faithfully



**MAHALETCHUMI**  
Registrar  
LEMBAGA PENILAI, PENTAKSIR DAN  
EJEN HARTA TANAH MALAYSIA

RM/fz

**FORM D**  
(RULE 23)

**APPLICATION FOR RENEWAL OF AUTHORITY TO PRACTISE UNDER SUBSECTION (2)  
OF SECTION 16 OF THE VALUERS, APPRAISERS AND ESTATE AGENTS ACT 1981**

Name .....Registration No. ....  
(As in NRIC)

Sex.....NRIC No. ....  
(Old and New)

Business Name .....

Business Address .....

.....Postcode .....

If in employment please state name and address of employer. ....

.....Postcode .....

Position..... Date of appointment... ..

Tel. No. .... Handphone No.....

Fax No. .... E-Mail Address.....

Correspondence Address (if different from above).....

.....Postcode .....Tel. No. ....

To :

The Registrar, Board of Valuers, Appraisers and Estate Agents Malaysia

I, the undersigned hereby apply for the renewal of my authority to practise \*valuation/appraisal/estate agency which expires on **31 DECEMBER 2015** and attach with this application the following :

(i) a declaration affirming that I have not been adjudged a bankrupt

(ii) the sum of RM\_\_\_\_\_ as renewal fee for \*valuer / appraiser / estate agent

(iii) certificate of attendance of CPD programme

I hereby declare that the information provided herewith is true and that the Board may revoke my Authority to Practise if it is found to be false or misleading.

Date .....

Signature of Applicant

FOR OFFICE USE ONLY

Date received .....Receipt No. ....

Applicant notified on.....Signature of Registrar .....

\* Delete whichever is not applicable

**APPENDIX B**

**BOARD OF VALUERS, APPRAISERS AND ESTATE AGENTS**

**CONTINUING PROFESSIONAL DEVELOPMENT**

**RECORD FOR YEAR 2015**

Registrar,  
Board of Valuers, Appraisers and Estate Agents

Name: ..... Reg. No. ....

Address: ..... Tel : .....

.....

I have attended the following CPD activities during the year .....

	<u>Activities</u>	<u>CPD Hours</u>
1	.....	.....
2	.....	.....
3	.....	.....
4	.....	.....
	Total	.....

I hereby declare that the above information is correct and the Board may revoke my authority to practice, if it is found to be false.

Date: .....

.....  
Signature of applicant

