

**Yang Di-Pertua:**

Dato' Sr Haji A'zmi bin Abdul Latif D.S.P.N

**Pendaftar:**

Sumarni Binti A. Rahman



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## NOTIFICATION FINAL REMINDER

**DATE : 28 March 2022**

**TO ALL : ALL REGISTERED VALUERS, APPRAISERS, ESTATE AGENTS AND  
PROPERTY MANAGERS  
PROBATIONARY VALUERS, PROBATIONARY ESTATE AGENTS AND  
PROBATIONARY PROPERTY MANAGERS**

**RE : FINAL REMINDER – RENEWAL 2022**

Dear Sir/Madam,

Reference is made to our respective Notifications pertaining to the renewal for year 2022, which is as follows:-

- i. **Notification dated 1 October 2021;**
- ii. **First Reminder dated 26 January 2022;**
- iii. **Second Reminder dated 8 February 2022; and**
- iv. **Third Reminder dated 11 March 2022.**

All registrants are required to renew your individual and firm license **before 31 March 2022**. A grace **period of 90 days** have been given for the renewal under Section 25(1) (d) of the Valuers, Appraisers, Estate Agents and Property Managers Act 1981 (Act 242) and Rule, from its expiry on 31 December 2021.

Failing to renew your license **before 31 March 2022**, your name will be removed from the Board's Register with immediate effect.

Attached herewith the procedures on renewal for individuals and firms, for your information and further action.

Please be guided accordingly.

Thank you.

Yours faithfully,

**SUMARNI BINTI A. RAHMAN**  
**Registrar**

LEMBAGA PENILAI, PENTAKSIR, EJEN HARTA TANAH  
DAN PENGURUS HARTA

### RENEWAL PROCEDURES FOR INDIVIDUALS

Category	Type	Fees	Requirement
Individual	a. Valuers b. Estate Agents <b>(submission via BIS portal)</b>	RM 200.00 RM 200.00	<ul style="list-style-type: none"> <li>• Form D</li> <li>• CPD certificates</li> <li>• Bankruptcy declaration from Insolvency Department <b>ONLY</b></li> <li>• Copy of Form J <b>(Registered Property Managers ONLY)</b></li> </ul>
	c. Property Managers <b>(submission via email to <a href="mailto:pmrenewal@lppeh.gov.my">pmrenewal@lppeh.gov.my</a>)</b>	RM 200.00	
	d. Appraisers <b>(submission by hardcopy to the Board)</b>	RM 150.00	
Probationary	a. Valuers b. Estate Agents <b>(submission via BIS portal)</b>	RM 50.00 RM 50.00	<ul style="list-style-type: none"> <li>• Form D1</li> <li>• Bankruptcy declaration from Insolvency Department <b>ONLY</b></li> </ul>
	c. Property Managers <b>(submission via email to <a href="mailto:audrey@lppeh.gov.my">audrey@lppeh.gov.my</a>)</b>	<b>RM 50.00</b>	

## RENEWAL PROCEDURES FOR FIRMS

Firms	a. Sole proprietor - branch b. Partnership - branch c. Sdn Bhd - branch <b>(submission via BIS portal)</b>	RM 50.00 RM 50.00 RM 75.00 RM 75.00 RM 75.00	<ul style="list-style-type: none"> <li>• Form P</li> <li>• Firm's letterhead</li> </ul> <p><b>The following documents to be Certified True Copy:</b></p> <ul style="list-style-type: none"> <li>• Professional Indemnity Insurance certificate</li> <li>• Audited client's account / Rule 59</li> <li>• Firm's structure as at the date of the application</li> <li>• Firm's shareholding structure as at the date of the application</li> </ul>
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