

AGENT AID PRICELIST

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www.agentaid.co.za



AGENT AID

Service ID No	Service Type	Description	Price
REGISTRATION SERVICES			
REG-0001	Registration of Candidate Property Practitioner	Registration with the PPRA	R 825.00
REG-0002	Re-registration of a Property Practitioner	Re-register an existing Property Practitioner	R 825.00
REG-0003	Registration of a Firm	Register a Business with the PPRA	R 1 925.00
REG-0004	Updating an old FFC	Make sure an FFC gets up to date	R 825.00
REG-0005	Employment Change of a Property Practitioner	Change of Company for an existing Property Practitioner	R 825.00
REG-0006	FFC Good standing Enquiry	Enquire on an existing Property Practitioner's good standing	R 385.00
REG-0007	FFC Upload follow-up	Follow up with the upload of an FFC already issued	R 385.00
REG-0008	Principal Removal	Remove a Principal from a Firm	R 1 100.00
REG-0009	Principal Addition	Add a new principal to a firm	R 1 100.00
REG-0010	Firm Name Change	Change an existing firm's name with the PPRA	R 1 210.00
REG-0011	De-link / Terminate a Property Practitioner	Terminate a property practitioner from an existing firm	R 400.00
REG-0012	Renewal Assistance	Assistance to Renew an FFC for an existing property practitioner	R 495.00
REG-0013	Managing Agent Individual Registration	Register a Managing agent employee with the PPRA	R 825.00
REG-0014	Managing Agent Firm Registration	Register a Managing Agent firm with the PPRA	R 1 925.00
FINANCE SERVICES			
FIN-0001	Allocation of payments	Allocate any payment made to the PPRA (per payment)	R 385.00
FIN-0002	Agent Account Enquiry	Enquire on current outstanding amount with the PPRA	R 385.00
FIN-0003	Renewal Follow-up	Follow up on a renewal payment made	R 385.00
FIN-0004	Refund Assistance	Assist in refunding monies paid erroneously to the PPRA	R 715.00
EDUCATION SERVICES			
EDU-0001	Logbook Submission Follow up	Follow up on the status of a logbook already submitted	R 450.00

EDU-0002	Logbook Submission	Submit a logbook on behalf of a property practitioner	R 385.00
EDU-0003	Qualification status update	Update a Property Practitioner's profile with a qualification completed.	R 495.00
EDU-0004	Status upgrade on FFC	Get FFC updated with new Status	R 495.00
EDU-0005	NQF exemption application	Assistance with exemption application	R 715.00
EDU-0006	PDE Exam Registration	Register a property practitioner for a PDE Exam	R 385.00
EDU-0007	Managing Agents Edu Exemptions	Apply for exemption from Edu requirements for Managing Agents	R 495.00
DISQUALIFICATIONS / BLOCKS / PENALTIES			
DBP-0001	Profile Block Enquiry	Enquire with PPRA for the reason for a block	R 495.00
DBP-0002	Block Lift Assistance	Liaise to lift block with PPRA	R 1 925.00
DBP-0003	Edu Disqualification Assistance	Liaise to lift disqualification for edu requirements	R 1 100.00
DBP-0004	Late Audit Report Penalty Assistance	Liaise to arrange for late audit submission penalty to be paid	R 1 100.00
DBP-0005	Trust Account Exemption Application	Assist in applying for Trust Account Exemption	R 825.00
CPD SERVICES			
CPD-0001	CPD Payment Allocation	Allocate CPD payments to open e-learning	R 385.00
CORPORATE CLIENT SERVICES			
CCS-0001	Beginner Corporate Client fee	Monthly subscription fee for up to 6 Queries per month (< 20 Agents)	R 2 450.00
CCS-0002	Standard Corporate Client fee	Monthly subscription fee for up to 10 Queries per month (> 20 agents)	R 3 300.00
CCS-0003	Database Building fee	Building a starting database of all agents	R 500.00 / R 1 000.00
CCS-0004	Edu- Compliance Add-on	Add -on to corporate client subscription to check and attend to edu queries	R 1 000.00
MISC SERVICES			
MIS-0001	Standard Hourly Rate	For online and in-person consultation	R250.00
MIS-0002	Training Fee	Training of Admin Staff on PPRA matters (per person)	R 3 500.00
BOOKS AND MANUALS			
MAN-0001	RMCP Handbook	Step-by-step guide on completing your own RMCP	R 500.00
MAN-0002	PPRA Inspection Manual	Step-by-step guide on what to prep for a PPRA inspection	R 450.00

MAN-0003	PPRA Compliance 101	Step-by-step guide to submit any type of application with the PPRA	R 700.00
MAN-0004	Code of Conduct Booklet	A Comprehensive explanation on the PPRA Code of Conduct for Estate Agents, including Case Studies	R 150.00

Please note all fees quoted do not include PPRA fees.

Please contact us on email should you have further questions about any of our services!