

From the outset, an Intern Estate Agent must work towards completing a **Mandatory EAAB-Intern Logbook/Portfolio of Evidence [POE]** within 12 months from the date of first issue of an Intern Fidelity Fund Certificate [FFC]

All Intern Estate Agents entering the Real Estate Profession, as from: 1 January 2013:-

- have to have a signed contract of employment with an EAAB Registered Real Estate Firm and ...
- apply for and hold, a valid Intern Fidelity Fund Certificate [FFC] and ...
- complete an EAAB Logbook/POE - within the initial 12 month Internship period

EATA and IEASA Nationally, offer: Intern Logbook Prep. Sessions structured to enable an Intern Agent, together with an Intern's Principal/Mentor, to complete an Intern Logbook as per requirements: Logging an Intern Agent's Training and Education on - Company Policies & Procedures, Estate Agency Affairs Act, EAAB Code of Conduct and the Financial Intelligence Centre Act [FIC] – to name a few of the 'mandatory' obligations, associated with employing an Intern Estate Agent ... as well as the participation in the 'on the job' practical activities performed by Estate Agents, daily and as part of their service to clients.

So as to assist an Intern Estate Agent, at the beginning of a new career, in a somewhat complex and often confusing process, the **EATA/IEASA National Intern Logbook Prep. Session** will help alleviate the stress associated with this 'mandatory' requirement.

How often are the sessions run:

On a **Wednesday OR Thursday** morning – weekly and by email confirmation

Duration:

Sessions start at: 09:30 and run for approx. 2 hours ... and a little extra time, if required

Cost: R 975.00 [incl] which includes:

1. The **EAAB Logbook/POE notes and indexes**
2. PostNet to PostNet Courier to Your nearest PostNet shop
3. The Live 'on line' Preparatory Session

Sessions facilitated by: Meryl Muller

*** To Register for an EATA/IEASA National Live 'on line' Preparatory Session:**

- ✓ complete and return the **Enrollment form together with Proof of Payment to:**
Meryl Muller – email: eata@webafrica.org.za
- ✓ the **Logbook Material** is then Couriered to You - PostNet to PostNet
- ✓ You mail Us confirmation of receipt of the **Package**, once you receive the package from PostNet
- ✓ We then set the **Date & Time** for Your Logbook – Live 'on line' Prep. Session
[convenient to both Facilitator and candidate]
- ✓ a **Zoom invite** is emailed to You [early on the morning of the Session]

OTHER LIVE – 'ON LINE' Prep. Sessions and Courses offered by EATA/IEASA Nationally:

- ❖ INDUCTION COURSE: for Intern Estate Agents: 'the Basics of Becoming and Staying Successful'
- ❖ EAAB – LOGBOOK/POE Prep. Session [mandatory requirement for all Intern Agents]
- ❖ EAAB PDE 5 – Prep. Session for the EAAB Exam