



TURKS AND CAICOS ISLANDS
MINISTRY OF FINANCE, ECONOMIC DEVELOPMENT, INVESTMENT AND TRADE
REAL ESTATE (BROKERS AND SALESMAN) LICENSING ACT 2004
(as amended by the Real Estate (Brokers and Salesman) Licensing (Amendment) Act 2026)

APPLICATION TO CONTINUE TO ENGAGE AS A SALESMAN
TRANSITIONAL PROVISIONS — SECTION 8

(Determined by the Ministry pursuant to section 8(3))

IMPORTANT — PLEASE READ BEFORE COMPLETING

- (i) This form is for an individual who was actively engaged in the trade of real estate in the Islands and who, on 30 December 2024, had been engaged as a salesman for not less than one year but not more than five years, who is ordinarily resident in the Islands, but who does not meet the requirements of section 5(1), (5) or (6) of the Act.
- (ii) A completed application **MUST** be submitted to the Permanent Secretary, Finance within twenty-one (21) days after the commencement of the Real Estate (Brokers and Salesman) Licensing (Amendment) Act 2026 (30 June 2026). An application submitted after this period will not qualify under section 8.
- (iii) An individual qualifying under section 8 may continue to engage as a salesman for a period of two years from the date of commencement of the Amendment Act (30 June 2026). After that period the individual must satisfy the requirements of section 5(1), (5) or (6) to be eligible for licensing.
- (iv) This form must be accompanied by all supporting documents listed in Part C. Incomplete applications may not be processed.

PART A — APPLICANT DETAILS

1. Name of applicant (in full)

2. Date of birth

3. Nationality (country of citizenship)

4. Immigration status (legal status in the Islands — e.g., Residence Permit Holder, Work Permit Holder, or other lawful status)

5. Residential address in the Turks and Caicos Islands

6. Mailing address (if different from residential address)

7. Email address

8. Telephone numbers (business; residence/mobile)

9. Name of licensed broker (if any) with whom the applicant is or was employed or associated

PART B — ELIGIBILITY UNDER SECTION 8

The applicant must answer each of the following. Delete where non-applicable.

10. Were you actively engaged in the trade of real estate in the Islands as a salesman on 30 December 2024?

☐

Yes

☐

No

11. State the date on which you first became actively engaged as a real estate salesman in the Islands.

12. On 30 December 2024, had you been engaged as a real estate salesman in the Islands for at least one year but not more than five years?

☐

Yes

☐

No

13. Have you been physically present in the Turks and Caicos Islands for at least 183 days during the 12 consecutive months immediately preceding this application?

☐

Yes

☐

No

PART C — REQUIRED SUPPORTING DOCUMENTS

The following documents must accompany this application (section 8(3)). Tick to confirm each is enclosed.

☐

Passport pages showing immigration stamps

☐

Proof that the applicant was actively engaged in the trade of real estate in the Islands on 30 December 2024 as a salesman

Proof of ordinary residence (tick all enclosed):

☐

Passport pages showing immigration stamps

☐

Title to residential property

☐

Residential lease agreement

☐

Utility bill

☐

Other evidence of ordinary residence (please specify): _____

☐

Any other documentation the Permanent Secretary, Finance may require to prove the applicant qualifies to continue to engage as a salesman under section 8(1)

The Permanent Secretary, Finance may request additional information or documents where necessary to determine eligibility.

NOTE — EXAMINATION REQUIREMENT

An applicant who falls within section 8(1), (2) or (3) is exempt from the requirement to pass an examination set and administered by a body or institution in the Islands recognised by the Minister (section 5(2)(d) / 6(2)(c), as applicable), pursuant to section 8(4).

PART D — DECLARATION

I declare that the statements made in this application are true and correct, and the documents submitted in support are genuine. I understand that if any information or document contained in or submitted with this application is false or misleading, the Permanent Secretary, Finance may refuse this application or take such action as is authorised under the Act.

Signature of applicant

Date

FOR OFFICIAL USE ONLY

Date application received:

Received within 21-day period? ☐ Yes ☐ No

All supporting documents enclosed? ☐ Yes ☐ No

Application complete? ☐ Yes ☐ No

Officer's determination / remarks

Permanent Secretary, Finance (or authorised officer)

Date