



NZMBA Standard Member: Individual Mortgage Broker Membership Application Form

This category of membership is for individual brokers who represent a minimum of 6 or more lenders. This category of membership carries voting rights. There is no corporate standard membership. Brokers join as individuals. The NZMBA has absolute discretion to approve or decline any application for membership

PERSONAL DETAILS (please print details clearly)

SURNAME: _____ TITLE _____

FIRST NAME(S): _____ KNOWN AS: _____

COMPANY / BUSINESS NAME: _____

TRADING NAME (if different than above): _____

RESIDENTIAL ADDRESS: _____

SUBURB / TOWN / CITY: _____ DATE OF BIRTH: _____

MAILING ADDRESS (if different than above): _____

BUSINESS ADDRESS (if different than above): _____

HOME PHONE: _____ BUSINESS PHONE: _____

MOBILE: _____ FAX: _____

EMAIL ADDRESS: _____ Website Address: www. _____

PROFESSIONAL QUALIFICATIONS, DIPLOMAS/ DEGREES
Please list

ESSENTIALS OF MORTGAGE BROKING COURSE PASSED NOT COMPLETED (please circle)

PLEASE ANSWER THE FOLLOWING QUESTIONS AND ATTACH SUPPORTING DOCUMENTATION

1. Previous Employment / Business (enclose current and detailed CV)

Company			
Address			
Position Held (including dates)		Period	
Company			
Address			
Position Held (including dates)		Period	

2. Three Referees (One must be your immediate previous employer)

Last previous employer's Name		Phone	
Position			
Company			
Address			
Email Address			
Name		Phone	
Position			
Company			
Address			
Email Address			
Name		Phone	
Position			
Company			
Address			
Email Address			

3. Does the business/firm you are joining offer you In House Training (enclose details) Yes No

4. Does the business/ firm you are joining offer you a structured mentoring programme Yes No
(Enclose details)

5. Are you already operating as a Mortgage Broker Yes No

6. If yes, how long have you been operating _____ years Date Commenced: ____/____/____

7. Are you a (circle one) a) Sole Trader b) Contractor c) Franchisee d) Employee e) Partner f) Shareholder g)Licensee
If you circled b), c), d), e) f) or g) above please provide details of the business owner, principals / shareholding include names etc

8. Please name the Aggregation group you belong to _____

9. Please list the 6 lenders you or your group hold accreditation with _____

10. If you circled 7b), 7c) or 7f) above how many Brokers operate under the trading entity _____

11. Principal Activity

Residential Mortgages Yes No

Commercial Mortgages Yes No

Other _____

12. Do you or the Company offer Debt Reduction Programme Yes No

If yes what is the charging basis to the client and do you offer an ongoing management service:

13. GENERAL QUESTIONS – PLEASE ANSWER IN FULL

- Have you ever been denied, or had suspended or revoked, or is there pending any proceedings to deny, suspend or revoke any licence or registration to practice any profession, occupation or vocation. Yes No

If yes, please provide details:

- Have you ever been refused professional or other indemnity insurance Yes No

If yes, please provide details

- Have you ever been disciplined or dismissed by a professional organisation or employer on ethical or legal grounds? Yes No

If yes, please provide details

- Have you, or any firm with which you were associated ever been subject to legal action, reparation or arbitration proceedings relative to performance or lack of performance of duties of a financial nature, dishonesty or fraud? Yes No

If yes, please provide details

- If you answered YES to the previous question, and it was a firm with which you were associated, were you an Officer, Director, Shareholder, Owner, Partner or registered principal of the firm? Yes No

If yes please provide details

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- **Have you ever been convicted of, or pleaded guilty to any criminal convictions, other than minor traffic violations?** Yes No

If yes, please provide details

- **Are you now, or have you ever been bankrupt, whether declared or not or entered into any Deed(s) of Arrangement?** Yes No

If yes please provide details

- **Have you ever been a Director, Owner or Manager of a business that has been insolvent or entered into any Deed(s) of Arrangement?** Yes No

If yes please provide details

- **Have you ever been an Officer of a company ordered wound up by the Court?** Yes No

If yes please provide details

- **Are you aware of any matters that may impact upon the Association's consideration of your application?** Yes No

If yes please provide details

- **Have you or any firm you have been associated with, ever been refused a broker and/or agency agreement or had an agency / broker agreement revoked?** Yes No

If yes please provide details

NEW MEMBER AUTHORITY AND DECLARATION

Please read these carefully

1. I acknowledge that prior to full membership being granted, I will be required to supply a certificate of currency noting a minimum of \$1,000,000 comprehensive Professional Indemnity Insurance as per rule 1.4, A, 1, 4 of the Rules of Membership. This certificate of currency must include the endorsements as to whether comprehensive cover provided solely relates to residential mortgage broking or commercial mortgage broking or combination of both (though noting business mix by percentage).
2. I formally acknowledge by this application for membership my irrevocable acceptance of the NZMBA Constitution and the NZMBA Membership rules, Code of Ethics and Standards.
3. I acknowledge that I will be required to sit an entry examination and / or undergo acceptable training as approved by the NZMBA Committee.
4. I agree to undertake appropriate ongoing education from time to time as may be directed by the NZMBA and to participate in any ongoing annual accreditation criteria. This is to include NZMBA conducted seminars, regional meetings, annual conference etc.
5. I further acknowledge membership relates to the individual and not a trading entity, company or other.
6. I confirm that I operate under brokerage arrangements (either held direct or via an aggregator/franchisor/business entity) with no less than six recognised lenders operating within New Zealand and I understand that the NZMBA will seek verification of this as a requirement of membership.
7. I hereby authorise the NZMBA to carry out the following enquiries from time to time and/or at the discretion of the NZMBA to:
 - a. contact any or all of the three referees provided and also lenders with whom I may have current and/or had previous dealings, to also undertake a further credit report(s) on me and /or my company (as applicable) and/or carry out any additional enquires considered appropriate in processing my application for membership or my eligibility for ongoing accreditation and membership of the NZMBA.
 - b. approach any Parties with whom I have a business association to obtain full and comprehensive details of any dealing(s) or transaction(s) in which I may be or have been in any way involved to determine whether or not there has been, or potentially could be a Breach of the Associations Code of Ethics and Standards or Membership Rules and hereby authorize such parties to Provide the information so requested to the Association.
 - c. Request information from any Parties during the course of my membership with whom I may have a business association to ensure I continue to meet the Association's minimum membership requirements and compliance with the Association's Code of Ethic's and Standards and Rules of Membership.
 - d. Inform all classes of NZMBA membership and lenders of any proven disciplinary action against me during the course of my membership and of any change to my membership status (temporary or permanent) as a result of any investigation or proven disciplinary action.
8. I acknowledge that, while I remain a member of the NZMBA, the NZMBA may from time to time obtain information from lending institutions with whom I operate under brokerage agreements (either held direct or via aggregator/franchisor/business entity) and accordingly I hereby authorise any such institutions or any other organisations or individuals with which or whom I have current or have had previous dealings, to release to the NZMBA such information as the Association may require.
9. I further authorise any lender to disclose to or collect from any other lender or the NZMBA, information about my membership status, business practices, dealings, or complaints or allegations of any breach of the Association's Code of Ethics and Standards and Rules of Membership.
10. I provide my irrevocable authority on an ongoing basis for any lender with which I have a brokerage arrangement to readily disclose at anytime any concerns they may have regarding the business I submit for their consideration or any such irregularities that may subsequently occur with mortgage applications they have received and approved and the subject mortgage now forms part of their lending portfolio. I further acknowledge the NZMBA may forward annual questionnaires to lenders for their completion regarding all relevant aspects of my broking activities and I irrevocably authorise the Lenders full completion of these questionnaires and disclosure of any other matters they may consider relevant.
11. I undertake to adhere and observe all statutory business requirements and regulations that apply to our business sector.
12. I acknowledge that when renewing my professional indemnity insurance to ensure a true and correct disclosure of business mix i.e. residential mortgages / commercial mortgages. I further fully indemnify the NZMBA should my professional indemnity cover decline any claims that may be lodged against me, should that claimant subsequently or initially jointly lodge the claim against the NZMBA.
13. I agree to pay annual membership fee as set from time to time by the NZMBA under the NZMBA Constitution. If a monthly payment is agreeable by the NZMBA, I will pay in instalments. If I resign during the financial year I will pay the balance outstanding of the annual membership.
14. I also enclosed a copy of the current Veda Advantage Limited credit report on myself.
15. I acknowledge that if at any time:
 - : I withdraw this authority,
 - : Become subject to a complaint to or investigation by the NZMBA of a breach of the Associations Ethics and Standards or Rules of Membership.
 - : Fail to provide to the NZMBA any information reasonably requested for audit or investigation purposes

I may be suspended from the membership, and the fact of my suspension may be notified to lenders and the Membership of the NZMBA.

16 I acknowledge that this is an enduring authority that shall remain in force until my obligations of Membership cease or expire at notice from the NZMBA.

I enclose any relevant references.

Dated this day

Witness:

Name:

Signed:

Occupation:

Address:

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APPLICATION CHECKLIST - Please attach the following to your application

- Current and detailed CV
- In House Training details
- Essentials of Mortgage Broking – if you have passed the course please attach a copy of the certificate
- Structured Mentoring Programme details
- Professional Indemnity Insurance Certificate of Currency – A copy from the insurer specifying the name of the applicant as “the Insured” unless an employer and employee are specified as covered)
- Current Credit Report on yourself – written explanation of adverse entries is required
- Cheque for \$300.00 (non-refundable application fee) - Please note that there will be an annual membership fee or pro rated membership fee charges in additional to the application fee
- Supporting information to all questions as appropriate

ALSO remember

- fully complete, sign and have this form witnessed

Post to:

**NZMBA
P O Box 11922
Ellerslie
Auckland 1542**

**Unit 3B, Ellerslie Business Centre
101 Main Highway
Ellerslie
Auckland 1051**