

RESERVE BANK OF FIJI



UNIT TRUST REPRESENTATIVE LICENCE

CHECKLIST

REQUIREMENTS	COMMENTS
<p>1. Application Form and Fees:</p> <ul style="list-style-type: none"> • Complete application forms: <ul style="list-style-type: none"> ➤ Form B5 • Application fees – FJD \$118.27 (VIP) 	<p>Application fees must be submitted with application forms and all other required documents before the application can be assessed.</p>
<p>2. Professional Qualification and Experience:</p> <ul style="list-style-type: none"> • Must have appropriate qualifications and experience. 	<p>RBF minimum requirements are:</p> <ul style="list-style-type: none"> • Applicant must hold a diploma or certificate or higher qualification in economics, accounting or business related subjects from a tertiary institution approved by RBF; or • Applicant has successfully completed a program of study in securities approved by RBF; or • Applicant has been dealing in securities or has been engaged in giving advice on securities for a continuous period of at least two years. • Submit the following documents: <ul style="list-style-type: none"> (i) Certified copies of academic transcripts and certificates for capital markets industry related diploma or degree; and (ii) Detailed curriculum vitae to ascertain your experience relating to Fiji's capital markets industry.
<p>3. Propriety:</p> <ul style="list-style-type: none"> • 2 References (at least <u>one</u> should be independent); and • Police Clearance. 	<p>The two (2) references should be as follows:</p> <ul style="list-style-type: none"> • 1 character reference; and • 1 professional reference relating to your experience in the capital markets industry. <p>Please organise for a police clearance report and the report should be sent directly to:</p> <p style="text-align: center;">Ms Ragni Singh Manager FIS 4 Financial Institutions Group Reserve Bank of Fiji Pratt Street</p>

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	Private Mail Bag SUVA
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