

IPAV Newsletter Vol. 5 October 2013

Go West

Following our hugely successful seminar in Cork, IPAV's seminar season continues. Our CEO, Pat Davitt FIPAV will give a detailed presentation on Regulation, the Power of the Regulator & Compliance on the 15th October in Claremorris, Co Mayo. Registration, tea/coffee and a photo opportunity will take place between 6pm – 6.20pm and the presentation will commence 6.30pm sharp to 8pm. Please contact IPAV to confirm attendance.

Calling All IPAV Members – EGM 13th November 2013

IPAV's EGM will take place at 5.30pm on the 13th November in Portlaoise. Following the EGM, a seminar will be held at approx. 6.30pm – 8pm. This EGM is to discuss and vote on the many changes proposed for IPAV's Memorandum and Articles of Association. Full details will follow, however, this is a very important time & date, so please put it in your diary.

Duty of Care

"Duty of Care" is one of the most important attributes provided by any competent Auctioneer to clients and prospective clients. It is especially important in written communications. Remember "Valuations are for Valuers", "One Liners Are For Comedians".

Presidents Charity Lunch

As you are aware from previous correspondence, on the 6th of December we are holding the Presidents Charity Lunch at the Westbury Hotel in conjunction with the Irish Cancer Society. We need your support to make this a success; we are hoping to have 200 guests in attendance. Please call the office to book seats €49 p.p.

Accountants Report

At IPAV's AGM, our CEO Pat Davitt promised to look into the possibility of getting one accountant to complete the PSRA's Accountant Report for members, at an IPAV discount rate. Pat has now found such an accountant in the midlands, costing €360 plus VAT. This cost is on the basis of completing a standard report and any extra work required, will cost extra. If you are interested in this service, please call Pat and he will discuss this idea with you and give you the contact details etc.

Social Media Platforms

You can now find IPAV on Facebook, connect with IPAV on LinkedIn, and follow IPAV on Twitter.

Agent's Obligations When Distributing Flyers

To comply with the Property Services Regulator's Code of Practice and Data Protection, if you distribute flyers by direct marketing to advertise your business, you should include a call free method of response to allow recipients to cancel future flyers. You should keep a register of these clients. You should also advise on the flyer, that should the client take up your offer it could cost them an extra fee, as they already have a contract with a current agent.

Data Protection

Our obligations on matters of Data Protection were recently brought to our attention by an IPAV Member.

It is illegal to provide a 3rd party with client information without your client's previous written permission. However, there are government organisations that do have legal rights to request data that override that of the Data Protection Legislation (Gardaí and some government departments). All requests for information from a government body or the like must be received in writing, stating the information they are looking for and, more importantly, clearly stating the legal basis on which they are requesting access to that information. On receipt of a written request you should contact the Office of the Data Protection Commissioner and seek confirmation that the body are within their legal rights to request and receive the required information. You should hold the letter on file as evidence of the basis on which you released the information and ensure you keep a note of the conversation with either the Office of the Data Protection Commissioner or the client letter confirming you received the okay to pass on the information.

Attention IPAV Graduates – Top Up to Level 6 (120 ECTS)



Graduates who have successfully completed IPAV's 2 year Certificate in Estate Agency are invited to enrol in our Top-Up Level 6 award, in partnership with ITT. On successful completion students will graduate with a NPSRA approved, Level 6 (120 ECTS) Higher Certificate in Real Estate: (Valuation, Sale & Management). Contact IPAV for further details.



A quick reminder that you can create a link from your own company website to OnView.ie