

2018 ANNUAL STATISTICAL RETURN FOR REAL ESTATE BROKERS IN BERMUDA

FOR REAL ESTATE BROKERS WITH NO PURCHASE OR SALES TRANSACTIONS SINCE 1 SEPTEMBER 2016

(INSTRUCTIONS)

INTRODUCTION

Bermuda has committed itself to implementing and maintaining a robust framework to combat money laundering and terrorist financing. At the core of Bermuda's fight against money laundering (ML) and terrorist financing (TF) is being cognizant of the ML/TF risks associated with the various business sectors such as real estate.

In furtherance of the on-going assessment of Bermuda's ML/TF risk, the Superintendent of Real Estate (the "Superintendent") has exercised his right as the competent authority with supervisory duties over real estate brokers in Bermuda to require that brokers provide such information as is specified in the Annual Statistical Return. See Regulation 16 of the Proceeds of Crime (Supervision and Enforcement) Act 2008.

LINE BY LINE INSTRUCTIONS

The Superintendent has provided the following line by line instructions where he has deemed it necessary or useful. Should you have questions regarding parts of the Annual Statistical Return that are not addressed in these instructions, please do not hesitate to contact the Office of the Superintendent of Real Estate for further clarification.

This Annual Statistical Return is for reporting information relating to transactions that closed during the period of 1 January 2018 through 31 December 2018, inclusive.

SECTION A – GENERAL INFORMATION

Line 3 – Broker contact details

Please provide the name of Broker and contact details for him/her.

Line 4 – ROC Registration number

This can be found on the upper right corner of your broker's licence.

Line 10 – Personnel Matters

The Superintendent seeks to obtain better information regarding how brokers have structured their businesses. This will assist the Superintendent in developing our risk assessment of each Broker.

Line 11 – Revenue from all sources (for calendar year ending 31 December 2018)

Rental commissions – This term refers to the amount of commission booked or received (depends on the Broker’s method of accounting) in 2018. This amount would be the commission received irrespective of whether the Broker was the listing agent for the transaction.

Rentals and Property Management

The Superintendent has restructured these questions with the goal of receiving more accurately reported responses, and to gain additional information with regard to ML/TF risks which may be present in the rental market in Bermuda.

In Questions 6a through 6c, Brokers must provide the number of properties rented to tenants in 2018. If the same property was rented twice, once as a short term rental and once as a residential rental, the Broker would count this as 1 rental under each respective column/category.

“Short term or vacation rental” refers to any rental made for a term less than 1 year.

“Residential rental” refers to any rental made for a term of 1 year or more for a property zoned as residential.

When counting the number of properties managed, indicate whether you are providing the information as the number of buildings managed or the number of individual units managed. Either way of reporting is acceptable, but you must clearly state which method you are using to count the number of properties managed.