Sub-Office Regulation Form

**To ensure all your offices are regulated, please complete this form and email it to** **regulation@rics.org****.**

**Your name: Click or tap to enter text.**

**Your email address:** Click or tap here to enter text.

**Your contact number: Click or tap here to enter text.**

**Date: Click or tap to enter a date.**

# Head Office Details:

**Firm name: Click or tap here to enter text**.

**Firm number: Click or tap here to enter text.**

**Address Line 1: Click or tap here to enter text.**

**Address Line 2: Click or tap here to enter text.**

**Address Line 3:** Click or tap here to enter text.

**City: Click or tap here to enter text.**

**County: Click or tap here to enter text.**

**Country: Click or tap here to enter text.**

**Post code: Click or tap here to enter text.**

**To add your sub-office(s), please complete the rest of the form below.**

Once the form has been received by our Regulation department, they will endeavour to add your sub-offices within 48 hours.

This will subsequently appear on Find a Surveyor 24 hours after.

However, this will vary and is dependent on RICS Regulation team not requiring additional information.

**How many sub-offices do you wish to be RICS Regulated in total?: Click or tap here to enter text**.

Please complete as many offices your firm requires below:

# New Sub-Office Details:

**Please select whether you require this sub-office to be Regulated by RICS:**

**Yes:** [ ]  **No** [ ]

**Office name** (if different from Head Office name): **Click or tap here to enter text**.

**Address Line 1: Click or tap here to enter text.**

**Address Line 2: Click or tap here to enter text.**

**Address Line 3: Click or tap here to enter text.**

**City: Click or tap here to enter text.**

**County: Click or tap here to enter text.**

**Country: Click or tap here to enter text.**

**Post code: Click or tap here to enter text.**

**Phone number: Click or tap here to enter text.**

**Email address: Click or tap here to enter text.**

**Website: Click or tap here to enter text.**

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