



MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

NUMBER 51/M-DAG/PER/7/2017

CONCERNING

PROPERTY TRADE BROKERAGE COMPANY

BY THE GRACE OF THE ALMIGHTY GOD

THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,

- Considering :
- a. that Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company as amended with the Regulation of the Minister of Trade Number 107/M-DAG/PER/12/2015 concerning Amendment on the Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company, it is necessary to be adjusted with the development of brokerage company business of property trade;
 - b. that based on consideration as intended in letter a and to create healthy business competitiveness climate, increase professionalism of property trade brokerage company, and support business activity improvement in the field of property, it is necessary to re-regulate provisions for property trade brokerage company;
 - c. that based on considerations as intended in letter a and letter b, it is necessary to stipulate Regulation of the Minister of Trade concerning Property Trade Brokerage Company;



- In view of :
1. Law Number 5 of 1999 concerning Prohibition of Monopoly and Unfair Business Competition Practice (State Gazette of the Republic of Indonesia of 1999 Number 33, Supplementary State Gazette of the Republic of Indonesia Number 3817);
 2. Law Number 25 of 1999 concerning Capital Investment (State Gazette of the Republic of Indonesia of 2007 Number 67, Supplementary State Gazette of the Republic of Indonesia Number 4724);
 3. Law Number 40 of 2007 concerning Limited Liability Company (State Gazette of the Republic of Indonesia of 2007 Number 106, Supplementary State Gazette of the Republic of Indonesia Number 4756);
 4. Law Number 39 of 2008 concerning State Ministry (State Gazette of the Republic of Indonesia of 2008 Number 166, Supplementary State Gazette of the Republic of Indonesia Number 4966);
 5. Law Number 7 of 2014 concerning Trade (State Gazette of the Republic of Indonesia of 2014 Number 45, Supplementary State Gazette of the Republic of Indonesia Number 5512);
 6. Governmental Regulation Number 42 of 2007 concerning Franchise (State Gazette of the Republic of Indonesia of 2007 Number 90, Supplementary State Gazette of the Republic of Indonesia Number 4742);
 7. Presidential Regulation Number 7 of 2015 concerning Organization of State Ministry (State Gazette of the Republic of Indonesia of 2015 Number 8);
 8. Presidential Regulation Number 48 of 2015 concerning Trade Ministry (State Gazette of the Republic of Indonesia of 2015 Number 90);
 9. Presidential Regulation Number 44 of 2016 concerning List of Closed Business Field and List of Open Business Field with Requirements in the Field of Capital Investment Business (State Gazette of the Republic of Indonesia of 2016 Number 97);
 10. Regulation of the Minister of Trade Number 53/M-DAG/PER/8/2012 concerning Franchise Implementation (State Gazette of the Republic of Indonesia of 2012 Number 859) as amended with Regulation of the Minister of Trade Number 57/M-DAG/PER/9/2014 concerning Amendment on the Regulation of the Minister of Trade Number 53/M-



- DAG/PER/8/2012 concerning Franchise Implementation (State Gazette of the Republic of Indonesia of 2012 Number 1343);
11. Regulation of the Minister of Trade Number 105/M-DAG/PER/12/2015 concerning the Application of Indonesian National Working Competence Standard for Real Estate Category of Real Estate Prime Category of Property Trade Intermediary Field (State Gazette of the Republic of Indonesia of 2015 Number 1991);
 12. Regulation of the Minister of Trade Number 106/M-DAG/PER/12/2015 concerning Application of Indonesian National Qualification Frame for Property Trade Intermediary Field (State Gazette of the Republic of Indonesia of 2015 Number 1992);
 13. Regulation of the Minister of Trade Number 08/M-DAG/PER/2/2016 concerning Organization and Administration of the Trade Ministry (State Gazette of the Republic of Indonesia of 2016 Number 202);
 14. Regulation of the Minister of Trade Number 85/M-DAG/PER/12/2016 concerning Trade Integrated Services (State Gazette of the Republic of Indonesia of 2016 Number 2007);
 15. Regulation of the Minister of Trade Number 86/M-DAG/PER/12/2016 concerning Provisions on Service Administration for Trade Permit Online and Digital Signature Basis (State Gazette of the Republic of Indonesia of 2016 Number 2008);

HAS DECIDED:

To stipulate : REGULATION OF THE MINISTER OF TRADE CONCERNING PROPERTY TRADE BROKERAGE COMPANY.

CHAPTER I GENERAL PROVISIONS

Article 1

In this Regulation of the Minister referred as:

1. Property Trade Brokerage Company hereinafter abbreviated as P4 shall be corporation either corporate or non corporate established and situated



in legal territory of the Republic of Indonesia conducting business activity of trading intermediary, intermediary for leasing, research, and inspection, marketing, and consultation and information spreading related to property based on Services User's instruction regulated in written agreement.

2. Property shall be property in the form of land/or building as well as other facility and infrastructure which is inseparable part of such land/or building.
3. Property Trade Brokerage Expert hereinafter referred to Expert shall be person having skills in the field of property trade brokerage proved with Competence Certificate of Property Trade Brokerage.
4. Certification Institution shall be institution issuing acknowledgement certificate upon company classification and qualification or Expert's skills in accordance with its field based on authority or acknowledgement from accreditation institution.
5. Competence Certificate of Property Trade Brokerage shall be document as written acknowledgment proof upon certification result towards Expert's classification and qualification issued by Certification Institution.
6. Request Letter of Business License for Property Trade Brokerage Company hereinafter referred to SP SIU-P4 shall be permit request form containing data to obtain Business License for Property Trade Brokerage Company.
7. Business License for Property Trade Brokerage Company hereinafter referred to SIU-P4 shall be business license to conduct property trade brokerage activity.
8. P4 Branch Office shall be company which is unit or part of the main company situated in different place and can be independent or having duty to conduct some duties of its main company.
9. Service User shall be parties using P4 in the form of trade services, leasing services, research and inspection services, marketing services, and/or consultation and information spread services.



10. Association of Property Trade Brokerage Company shall be organization of company and Expert association in the field of property trade brokerage.
11. Minister shall be the minister administering governmental affairs in the field of trade.
12. Director General shall be Director General of Domestic Trade, the Trade Ministry.
13. Director shall be Director of Business Guidance and Distribution Doer, Directorate General of Domestic Trade, the Trade Ministry.

CHAPTER II

PROPERTY TRADE BROKERAGE COMPANY'S ACTIVITY

Article 2

- (1) Property trade brokerage company's activity in legal territory of the Republic of Indonesia can only be conducted by domestic capital investment company.
- (2) Company as intended in paragraph (1) can conduct cooperation with foreign company through franchise system in accordance with provisions of laws and legislations.

Article 3

- (1) P4 in running its business activity shall be obliged to make written agreement with Service User.
- (2) Written agreement as intended in paragraph (1), at least contains:
 - a. scope of assigned activity;
 - b. Property object;
 - c. parties' rights and obligations;
 - d. value or percentage and commission payment methods;
 - e. term of agreement; and
 - f. dispute settlement.

Article 4

- (1) P4 shall be obliged to possess minimum 2 (two) Experts.



- (2) P4 Branch Office shall be obliged to possess minimum 1 (one) Expert.

Article 5

- (1) Expert as intended in Article 4, its expertise must be proved with Competence Certificate of Property Trade Brokerage.
- (2) Expert as intended in Article 4 is prohibited to work on P4 and/or other P4 Branch Offices.

Article 6

P4 business activity includes:

- a. Property trade services;
- b. Property leasing services;
- c. Property research and inspection services;
- d. Property marketing services; and/or
- e. Property consultation and information spread services.

Article 7

- (1) Property trade services as intended in Article 6 letter a include receiving and conducting selling and/or purchasing Property work in certain period, in accordance with written agreement between Service User and P4.
- (2) Selling and/or purchasing Property work as intended in paragraph (1) is in the forms of activity:
 - a. conducting document completeness data collection and document verification related to Property becoming trade transaction object to be showed to future buyer;
 - b. collecting data and document required for parties' trade transaction;
 - c. conducting promotion and marketing through printed media, electronic media, and other media;
 - d. giving suggestion to Service User related to future buyer or seller, price and Property condition;
 - e. giving information concerning marketing activity to Service User;
 - f. conducting negotiation with future buyer or seller;
 - g. preparing transaction introduction agreement (trade bond);



- h. receiving cash advance or down payment for trade transaction from future buyer upon Service User's approval;
- i. preparing document needed to manage trade transaction between future buyer and Property owner to Notary Public/Land Deed Official (PPAT);
- j. helping to seek funding source from financial institution; and
- k. other activities required in trade services.

Article 8

- (1) Property leasing services as intended in Article 6 letter b include receiving and conducting job to seek lessee or rent Property in certain period, in accordance with written agreement between Service user and P4.
- (2) Job to seek lessee or rent Property as intended in paragraph (1) is in the form of activity:
 - a. conducting promotion and marketing upon Property through printed media, electronic media, and other media;
 - b. giving suggestion concerning price and condition of Property;
 - c. conducting appraisal towards quality of future lessee;
 - d. giving information concerning marketing activity regularly to Service user;
 - e. conducting assistance to owner or future lessee on survey for Property location;
 - f. conducting negotiation with future lessee;
 - g. receiving cash advance or down payment of transaction from future lessee upon Service User's agreement; and
 - h. preparing documents needed to manage agreement letter concerning leasing between future lessee and property owner to Notary Public.

Article 9

- (1) Property research and inspection services as intended in Article 6 letter c include research and inspection activity, in accordance with written agreement between Service User and P4.



- (2) Research and inspection activity as intended in paragraph (1) is in the form of:
- a. conducting market analysis and general condition towards the marketed Property; and
 - b. conducting feasibility study for Property development.

Article 10

Property marketing services as intended in Article 6 letter d can be in the form of activities of exhibition, advertisement, convention for Property, and prime offering of Property, in accordance with written agreement between Service User and P4.

Article 11

Property consultation and information spread services as intended in Article 6 letter e can be in consultation assistance, providing suggestion concerning Property and information spread, in accordance with written agreement between Service User and P4.

Article 12

- (1) P4 is entitled to receive repayment of services in the form of commission from Service User or the given services.
- (2) In the event of P4 conducts trade service as intended in Article 6 letter a, P4 is entitled to receive commission in the minimum amount 2% (two percent) and maximum 5% (five percent) of transaction value and adjusted with service scope given to Service User.
- (3) In the event of P4 conducts Property leasing services as intended in Article 6 letter b, P4 is entitled to receive commission from Service User minimum 5% (five percent) and maximum 8% (eight percent) of transaction value.

Article 13

P4 is prohibited to:

- a. give data or information incorrectly, or not in accordance with the factual condition;



- b. offer, promote, advertise, give uncertain promise or guarantee, or make misleading statement; and/or
- c. conduct unfair business competition practices.

ARTICLE III
BUSINESS LICENSE FOR
PROPERTY TRADE BROKERAGE COMPANY (SIU-P4)

Article 14

- (1) Each P4 is obliged to possess SIU-P4 from Minister.
- (2) Minister delegates issuance authority of SIU-P4 to Director General.
- (3) Director General delegates issuance authority of SIU-P4 to Director.

Article 15

Obligation to possess SIU-P4 as intended in Article 14 paragraph (1) is excepted for P4 Branch Office

Article 16

- (1) SIU-P4 as intended in Article 14 paragraph (1) is only applicable to conduct property trade brokerage business activity as intended in Article 6.
- (2) SIU-P4 is applicable as long as P4 conducts its business activity in all territories of the Republic of Indonesia.
- (3) SIU-P4 as intended in paragraph (2) is obliged to be re-registered every 5 (five) years in the issuance place of SIU-P4.

CHAPTER IV
PROCEDURES AND REQUIREMENTS FOR SIU-P4 ISSUANCE

Article 17

- (1) Issuance request for SIU-P4 and re-registration of SIU-P4 is proposed online to Director through web portal <http://sipt.kemendag.go.id>.



- (2) In the event of web portal <http://sipt.kemendag.go.id> does not function because of force majeure, request as intended in paragraph (1) is conducted manually.
- (3) Arrangement for SIU-P4 issuance request and SIU-P4 re-registration as intended in paragraph (1) and paragraph (2) is not imposed administrative cost.

Article 18

- (1) SIU-P4 issuance request as intended in Article 17 paragraph (1) shall be conducted online by filling SP SIU-P4 and uploading documents as follows:
 - a. copy of company's establishment notary deed for P4 in firm, limited partnership, cooperation and limited liability company;
 - b. sufficiently stamped statement letter of corporation status for P4 in individual corporation;
 - c. copy of corporate legalization stipulation for P4 in cooperation and limited liability company;
 - d. list of Expert, minimum 2 (two) persons completed with:
 1. statement letter as Expert in the field of Property trade brokerage and does not work for other P4, on sufficiently stamped paper.
 2. Copy of Competence Certificate for Property Trade Brokerage remaining in effect;
 3. curriculum vitae; and
 4. copy of ID.
 - e. copy of owner's, management's or P4 person in charge's ID;
 - f. copy of owner's, management's, or P4 person in charge's Taxpayer Registration Number (NPWP);
 - g. photos of owner, management, or company in charge in 2 (two) sheets size 4 x 6 cm (four times six centimeters); and
 - h. sufficiently stamped power of attorney signed by owner, management, or P4 person in charge (if it is authorized to third party).
- (2) At the latest 3 (three) working days as from request of SIU-P4 issuance received:



- a. is declared correct and complete, Director issues SIU-P4 online through web portal <http://sipt.kemendag.go.id> using format attached in Appendix I which is inseparable part of this Regulation of Minister; or
 - b. is declared incorrect and/or incomplete, Director makes refusal letter along with refusal reason in online through web portal <http://sipt.kemendag.go.id> using format attached in Appendix II which is inseparable part of this Regulation of Minister.
- (3) P4 in which its request is refused as intended in paragraph (2) letter b can re-propose SIU-P4 request.

Article 19

- (1) Request for SIU-P4 re-registration as intended in Article 17 paragraph (1) shall be conducted by filling SP SIU-P4 online and uploading the old original SIU-P4.
- (2) At the latest 3 (three) working days as from the request is received as intended in paragraph (1) completely and correctly, Director issues re-registration SIU-P4 online through web portal <http://sipt.kemendag.go.id>.

Article 20

- (1) Owner, management, or P4 person in charge having SIU-P4 and will open P4 Branch Office shall be obliged to deliver written report to the head of bureau holding trade in local regency/city area with copy to Director and the head of bureau holding provincial trade in which P4 Branch Office is situated.
- (2) Written report as intended in paragraph (1), is completed with documents as follows:
 - a. copy of SIU-P4 legalized by the authorized officer;
 - b. copy of P4 Branch Office establishment documents;
 - c. list of Expert on P4 Branch Office, minimum 1 (one) person completed with:
 1. statement letter as Expert in the field of Property trade brokerage and does not work for other P4, on sufficiently stamped paper;



2. Copy of Competence Certificate for Property Trade Brokerage remaining in effect;
 3. curriculum vitae; and
 4. copy of ID.
- d. copy of owner's, management's, or P4 Branch Office person in charge's ID.
- (3) At the latest 3 (three) working days as from report and requirement documents are received as intended in paragraph (1) and paragraph (2) completely and correctly, the head of bureau holding trade in local regency/city area documents in P4 Branch Office establishment registration book and signs as well as seals/stamps on the front page of P4 central office SIU-P4 copy.
- (4) SIU-P4 Copy of P4 central office which is signed and sealed/stamped as intended in paragraph (3) shall come in effect as SIU-P4 of P4 Branch Office.

Article 21

- (1) In the event of P4 having SIU-P4 conducts company's data changing including changing of company's name, address, owner, management, company in charge, and/or Expert, P4 is obliged to report such changing to Director in online through web portal <http://sipt.kemendag.go.id> at the latest 2 (two) months since the changing is conducted by attaching supporting data and original SIU-P4.
- (2) Towards report of data changing as intended in paragraph (1), Director issues changing SIU-P4 in online through web portal <http://sipt.kemendag.go.id> at the latest 3 (three) working days as from report of changing is received.

Article 22

- (1) In the event of SIU-P4 is lost or damaged, P4 shall have to propose request for SIU-P4 replacement to Director by filling SP SIU-P4 in online through web portal <http://sipt.kemendag.go.id>.
- (2) Request for SIU-P4 replacement as intended in paragraph (1) shall have to be completed with documents as follows:



- a. Statement Letter of Lost Report Certificate (SKTLK) of SIU-P4 issued by the police; or
 - b. original SIU-P4 for the damaged SIU-P4.
- (3) Director issues replacement SIU-P4 in online through web portal <http://sipt.kemendag.go.id> at the latest 3 (three) working days as from request of SIU-P4 replacement is received completely and correctly.

Article 23

Each P4 is obliged to attach SIU-P4 number on easily visible place in business location and in each publication activity, either on printed media, electronic media or other media.

CHAPTER V GUIDANCE AND SUPERVISION

Article 24

- (1) Director General conducts guidance and supervision as well as evaluation towards the implementation of property trade brokerage business activity.
- (2) Guidance as intended in paragraph (1) is conducted through counseling, consultation, facilitation, education, and training.
- (3) Supervision and evaluation as intended in paragraph (1) are conducted based on survey result to P4 business location and annual report of P4 business activity.

CHAPTER VI REPORT

Article 25

- (1) Each P4 having SIU-P4 shall be obliged to deliver business activity report to Director once a year using format attached in Appendix III which is inseparable part of this Regulation of Minister.
- (2) Annual report delivery as intended in paragraph (1) is conducted at the latest on 31 March of the upcoming year.



- (3) Other than report as intended in paragraph (1), P4 shall be obliged to give report, data, and/or information concerning its business activity implementation in the event of being requested by the Minister or officer appointed by the Minister.

Article 26

- (1) Owner, management, or P4 person in charge terminating its business activity shall be obliged to deliver report to Director in online through web portal <http://sipt.kemendag.go.id> at the latest 3 (three) working days as from termination date of its business activity by attaching supporting documents and original SIU-P4.
- (2) Based on report as intended in paragraph (1), Director issues statement letter to terminate property trade brokerage business activity in online through web portal <http://sipt.kemendag.go.id> using format attached on Appendix IV which is inseparable part of this Regulation of Minister.

CHAPTER VII

SANCTION

Article 27

- (1) P4 violating provisions as intended in Article 3 paragraph (1), Article 4 paragraph (1) and paragraph (2), Article 13, Article 16 paragraph (3), Article 20 paragraph (1), Article 21 paragraph (1), Article 23, Article 25 paragraph (1) and paragraph (3), and/or Article 26 paragraph (1) shall be imposed administrative sanction in written warning by Director using format attached in Appendix V which is inseparable part of this Regulation of Minister.
- (2) Written warning as intended in paragraph (1) is given maximum 3 (three) times.
- (3) In the event of written warning is given 3 (three) times, then the interval between each warning is maximum 14 (fourteen) days.

Article 28



- (1) Expert violating provisions as intended in Article 5 paragraph (2) shall be imposed administrative sanction in revocation recommendation for Property Trade Brokerage Competence Certificate.
- (2) Recommendation as intended in paragraph (1) is delivered to the issuer of competence certificate and copied to P4 and/or P4 Branch Office.

Article 29

- (1) Should within 14 (fourteen) days after written warning is imposed as intended in Article 27 paragraph (1), P4 remains not to fulfill provisions of Article 3 paragraph (1), Article 4 paragraph (1) and paragraph (2), Article 13, Article 16 paragraph (3), Article 20 paragraph (1), Article 21 paragraph (1), Article 23, Article 25 paragraph (1) and paragraph (3), and/or Article 26 paragraph (1), P4 is imposed administrative sanction in SIU-P4 freezing with the longest period 30 (thirty) days.
- (2) SIU-P4 freezing as intended in paragraph (1) is conducted by Director using format attached in Appendix VI which is inseparable part of this Regulation of Minister.
- (3) SIU-P4 which is imposed freezing sanction as intended in paragraph (1) can be reactivated, if the related P4 has fulfilled provisions of Article 3 paragraph (1), Article 4 paragraph (1) and paragraph (2), Article 13, Article 16 paragraph (3), Article 20 paragraph (1), Article 21 paragraph (1), Article 23, Article 25 paragraph (1) and paragraph (3), and/or Article 26 paragraph (1).

Article 30

- (1) Should within 30 (thirty) days after SIU-P4 freezing sanction is imposed as intended in Article 29 paragraph (1), P4 remains not to fulfill provisions of Article 3 paragraph (1), Article 4 paragraph (1) and paragraph (2), Article 13, Article 16 paragraph (3), Article 20 paragraph (1), Article 21 paragraph (1), Article 23, Article 25 paragraph (1) and paragraph (3), and/or Article 26 paragraph (1), P4 is imposed administrative sanction in SIU-P4 revocation.



- (2) SIU-P4 revocation as intended in paragraph (1) is conducted by Director using format attached in Appendix VII which is inseparable part of this Regulation of Minister.

Article 31

P4 violating provisions as intended in Article 14 paragraph (1) is imposed sanction in accordance with provisions as intended in Article 106 of Law Number 7 of 2014 concerning Trade.

CHAPTER VIII

OTHER PROVISIONS

Article 32

In the event of being required, Director General can stipulate technical Instruction of the implementation of this Regulation of Minister.

CHAPTER IX

TRANSITIONAL PROVISIONS

Article 33

- (1) SIU-P4 issued based on Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company as amended with the Regulation of the Minister of Trade Number 107/M-DAG/PER/12/2015 concerning Amendment on Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company shall be declared to remain in effect and shall have to be adjusted with provisions in this Regulation of the Minister at the latest 6 (six) months as from this Regulation of Minister is in effect.
- (2) SIU-P4 applicant that having no Expert with certified Property Trade Brokerage Competence as intended in Article 5 paragraph (1) can propose SIU-P4 request using training certificate issued by Association of Property Trade Brokerage Company with time limit at the latest 3 (three) months as from this Regulation of Minister is in effect and must adjust the possessed SIU-P4 with provisions in this Regulation of the



Minister at the latest 6 (six) months as from this Regulation of Minister is in effect.

CHAPTER X CLOSING PROVISIONS

Article 34

As this Regulation of Minister comes into effect, Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company as amended with Regulation of the Minister of Trade Number 107/M-DAG/PER/12/2015 concerning Amendment on Regulation of the Minister of Trade Number 33/M-DAG/PER/8/2008 concerning Property Trade Brokerage Company (State Gazette of the Republic of Indonesia of 2015 Number 1993), shall be revoked and shall be declared null and void.

Article 35

This Regulation of Minister shall come into effect on its stipulation date.

For public cognizance, ordering the promulgation of this Government Regulation in the Official Gazette of the Republic of Indonesia.

Stipulated in Jakarta

on 31 July 2017

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA



Stipulated in Jakarta
on 3 August 2017

DIRECTOR GENERAL
LAWS AND LEGISLATIONS
THE MINISTRY OF LAW AND HUMAN RIGHTS
THE REPUBLIC OF INDONESIA,

sgd.

WIDODO EKATJAHJANA

STATE GAZETTE OF THE REPUBLIC OF INDONESIA OF 2017 NUMBER 1070

Copy conforms to the original
Secretariat General
The Trade Ministry
Head of Legal Bureau,

M. SYIST



APPENDIX I
 REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA
 NUMBER 51/M-DAG/PER/7/2017
 CONCERNING
 PROPERTY TRADE BROKERAGE COMPANY

FORMAT FOR BUSINESS LICENSE OF
 PROPERTY TRADE BROKERAGE COMPANY

THE MINISTRY OF TRADE OF RI
 DIRECTORATE GENERAL OF DOMESTIC TRADE
 DIRECTORATE BUSINESS GUIDANCE AND DISTRIBUTION DOER

BUSINESS LICENSE FOR PROPERTY TRADE BROKERAGE COMPANY
 (SIU-P4)
 (Type of Company)

.....

Number	Re-registration of the :	1	2	3	4	5
	Changing :					
	Replacement :					
Name of Company	:					
Name of Owner/Management/Person in charge	:					
Company's Address	:					
Phone Number	:				Fax:	

THIS PERMIT IS IN EFFECT TO CONDUCT PROPERTY TRADE BROKERAGE
 ACTIVITY IN ALL TERRITORIES OF THE REPUBLIC OF INDONESIA, AS
 LONG AS THE COMPANY REMAINS TO CONDUCT ITS BUSINESS, AND IS
 OBLIGED TO BE RE-REGISTERED EVERY ONCE A YEAR

Stipulated in Jakarta
 on
 DIRECTOR OF BUSINESS
 GUIDANCE AND DISTRIBUTION DOER,
 sgd.



GENERAL PROVISIONS**A. GENERAL**

1. Owner of SIU-P4 can conduct activity in the field of property trade brokerage business in all territories of Indonesia as long as the company conducts its business.
2. Property trade brokerage company in conducting its business activity is guided by applicable provisions and procedures as well as laws and legislations.

B. OBLIGATION

1. Delivers report of company's activity once a year.
2. Reports company's data changing containing changing of company's name and address, owner/management/company in charge, and/or expert.
3. Reports in written if it closes or terminates its business activity by returning the original SIU-P4.

C. SANCTION

SIU-P4 owner conducting violation of this provision can be imposed administrative sanction and/or criminal sanction in accordance with laws and legislations.

D. APPEAL

Owner of SIU-P4 is appealed to be member of Association for Property Trade Brokerage Company.

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

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Secretariat General

The Trade Ministry

Head of Legal Bureau,

M. SYIST



APPENDIX II

REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

NUMBER 51/M-DAG/PER/7/2017

CONCERNING

PROPERTY TRADE BROKERAGE COMPANY

FORMAT OF REFUSAL LETTER FOR PROPERTY TRADE BROKERAGE
COMPANY BUSINESS LICENSE REQUEST

THE MINISTRY OF TRADE OF RI
DIRECTORATE GENERAL OF DOMESTIC TRADE
DIRECTORATE BUSINESS GUIDANCE AND DISTRIBUTION DOER

Number : /PDN.2/...../..... Jakarta,
Appendix :
Concerning : Request Refusal for The Honorable..
Business License of Property
Trade Brokerage Company (SIU-P4)
in
.....

Based on inspection result upon issuance request for Business License of Property Trade Brokerage Company (SIU-P4) on....., on behalf of, apparently incomplete and incorrect, therefore it cannot be processed for SIU-P4 issuance.
The aforesaid weaknesses are:
1.
2.
3.

Based on the above things, we refuse to issue SIU-P4 on behalf of....., in.....
Thus to be Your attention.

DIRECTOR BUSINESS GUIDANCE AND
DISTRIBUTION DOER,
sgd.

Copy:
1. Director General of Domestic Trade; and
2. Inspector General

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

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Secretariat General

The Ministry of Trade

Head of Legal Bureau,

M. SYIST



APPENDIX III

REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

NUMBER 51/M-DAG/PER/7/2017

CONCERNING

PROPERTY TRADE BROKERAGE COMPANY

FORMAT OF BUSINESS ACTIVITY REPORT
FOR PROPERTY TRADE BROKERAGE COMPANY

(COMPANY'S HEAD LETTER)

Number : Place, Date
Attachment :
Subject : Business Activity Report of The Honorable.
Property Trade Brokerage Company Director of Business Guidance
and Distribution Doer,
Directorate General of Domestic
Trade
in -
Jakarta

1. Name of Company :
2. Number and Date of SIU-P4 :
3. Number and Date of TDP :
4. Address of Company :
5. Turnover (Annual Selling Outcome)
 - a. Ongoing Year :
 - b. Previous Year :
6. Number of Expert : person
7. Number of Expert
(including owner/management/person in charge out of expert)
 - a. S2/S3 Education : person
 - b. S1 Education : person
 - c. D3 Education :person
 - d. SMA or similar Education :person
 - e. Other Education :person

Thus this report is made truly.

Owner/Management/Company In Charge,
sgd.



THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

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Secretariat General
The Ministry of Trade
Head of Legal Bureau,

M. SYIST



APPENDIX IV

REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

NUMBER 51/M-DAG/PER/7/2017

CONCERNING

PROPERTY TRADE BROKERAGE COMPANY

FORMAT OF STATEMENT LETTER FOR
PROPERTY TRADE BROKERAGE BUSINESS ACTIVITY TERMINATION

THE MINISTRY OF TRADE OF RI
DIRECTORATE GENERAL OF DOMESTIC TRADE
DIRECTORATE BUSINESS GUIDANCE AND DISTRIBUTION DOER

STATEMENT LETTER FOR PROPERTY TRADE BROKERAGE COMPANY
BUSINESS ACTIVITY TERMINATION

Number:

In accordance with letter from Number, dateconcerning, clarify that company.....has terminated property trade brokerage business activity and has returned the original SIU-P4 Number.....date.....

In connection with the above matter, all company's responsibility and obligation connected to property trade brokerage business activity with relevant parties remain to be the concerned company's responsibility and obligation. Thus this statement letter is made for your knowledge.

DIRECTOR BUSINESS GUIDANCE AND
DISTRIBUTION DOER,
sgd.

Copy :

1. Director General of Domestic Trade;
2. Director General of Consumer and Commerce Protection; and
3. Inspector General.

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

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Secretariat General

The Ministry of Trade

Head of Legal Bureau,

M. SYIST



APPENDIX V
 REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA
 NUMBER 51/M-DAG/PER/7/2017
 CONCERNING
 PROPERTY TRADE BROKERAGE COMPANY
 FORMAT OF WRITTEN WARNING LETTER

THE MINISTRY OF TRADE OF RI DIRECTORATE GENERAL OF DOMESTIC TRADE DIRECTORATE BUSINESS GUIDANCE AND DISTRIBUTION DOER	
Number :	Place, Date
Attachment :	
Subject :	The Honorable.
Warning the.....concerning
Violation of Provisions for Property
Trade Brokerage Company Business
Activity Implementation (SIU-P4)	in

Based on/In connection with, Your company apparently does not fulfil provisions as regulated in Regulation of the Trade Minister of the Republic of Indonesia Number/M-DAG/PER/...../..... concerning Property Trade Brokerage Company, among others:	
1.	
2.	
3.	
In connection with the above thing, we would like you to fulfil the aforesaid provisions at the latest 2 (two) weeks as from the issuance of this letter and report it to us on the first chance.	
Thus to be Your attention.	
	DIRECTOR BUSINESS GUIDANCE AND DISTRIBUTION DOER, sgd.
<u>Copy:</u>	
1. Director General of Domestic Trade; 2. Director General of Consumer and Commerce Protection; and 3. Inspector General.	

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

Copy conforms to the original
 Secretariat General
 The Ministry of Trade
 Head of Legal Bureau,

M. SYIST



APPENDIX VI
REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA
NUMBER 51/M-DAG/PER/7/2017
CONCERNING
PROPERTY TRADE BROKERAGE COMPANY

FORMAT OF BUSINESS LICENSE FREEZING FOR
PROPERTY TRADE BROKERAGE COMPANY

DECREE OF DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER
NUMBER:

CONCERNING
BUSINESS LICENSE FREEZING FOR
PROPERTY TRADE BROKERAGE COMPANY (SIU-P4)

DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER

- Considering : a. That in accordance with the result.....towards the implementation of property trade brokerage business activity conducted by the company owning SIU-P4 Number.....date....., apparently does not fulfill provisions as regulated in Regulation of the Minister of Trade of the Republic of Indonesia Number...../M-DAG/PER/...../..... concerning Property Trade Brokerage Company and has been given written warning through Letter of Director of Business Guidance and Distribution Doer Number....., Date.....Concerning.....
- b. that based on provisions of Article.....Regulation of the Minister of Trade of the Republic of Indonesia Number/M-DAG/PER/...../..... concerning Property Trade Brokerage Company, the company as intended in letter a is imposed freezing sanction of SIU-P4;
- c. that based on considerations as intended in letter a and letter b, it is necessary to stipulate Decree of Director of Business Guidance and Distribution Doer concerning Freezing for Business License of Property Trade Brokerage Company (SIU-P4);

In view of: Regulation of the Minister of Trade of the Republic of Indonesia Number...../M-DAG/PER/...../20.... concerning Property Trade Brokerage Company;

HAS DECIDED:

- To Stipulate :
- FIRST : To freeze SIU-P4 Number..... date on behalf of.....
- SECOND : By freezing SIU-P4 as intended in FIRST Dictum, the aforesaid company owning SIUP-4 is prohibited to conduct business activity for property trade brokerage as from its stipulation date of this Decree of Director of Business Guidance and Distribution Doer.
- THIRD : This Decree of Director of Business Guidance and Distribution Doer shall come into effect as from its stipulation date.

Stipulated in Jakarta
on

DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER,



This copy of Decree of Director of Business Guidance and Distribution Doer is delivered to:

1. Director General of Domestic Trade, the Trade Ministry;
2. Director General of Consumer and Commerce Protection, the Trade Ministry; and
3. Inspector General, the Trade Ministry.

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

Copy conforms to the original

Secretariat General

The Ministry of Trade

Head of Legal Bureau,

M. SYIST



APPENDIX VII
REGULATION OF THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA
NUMBER 51/M-DAG/PER/7/2017
CONCERNING
PROPERTY TRADE BROKERAGE COMPANY

FORMAT OF BUSINESS LICENSE REVOCATION FOR
PROPERTY TRADE BROKERAGE COMPANY

DECREE OF DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER
NUMBER:

CONCERNING
BUSINESS LICENSE REVOCATION FOR
PROPERTY TRADE BROKERAGE COMPANY (SIU-P4)

DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER

- Considering : a. That in accordance with result of.....towards the implementation of property trade brokerage business activity conducted by the company owning SIU-P4 Number..... date....., apparently does not fulfill provisions as regulated in Regulation of the Minister of Trade of the Republic of Indonesia Number...../M-DAG/PER/...../.... concerning Property Trade Brokerage Company and has been given freezing sanction of SIU-P4 through Decree of Director of Business Guidance and Distribution Doer Number..... concerning.....
- b. that based on provisions of Article.....Regulation of the Minister of Trade of the Republic of Indonesia Number...../M-DAG/PER/...../.... concerning Property Trade Brokerage Company, the company as intended in letter a is imposed revocation sanction of SIU-P4;
- c. that based on considerations as intended in letter a and letter b, it is necessary to stipulate Decree of Director of Business Guidance and Distribution Doer concerning Revocation for Business License of Property Trade Brokerage Company (SIU-P4);

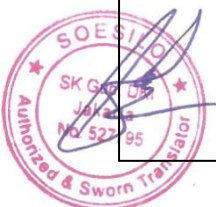
In view of: Regulation of the Minister of Trade of the Republic of Indonesia Number...../M-DAG/PER/...../20.... concerning Property Trade Brokerage Company;

HAS DECIDED:

- To Stipulate :
- FIRST : To revoke SIU-P4 Number..... date on behalf of.....
- SECOND : By revoking SIU-P4 as intended in FIRST Dictum, the aforesaid company owning SIUP-4 is prohibited to conduct business activity for property trade brokerage as from its stipulation date of this Decree of Director of Business Guidance and Distribution Doer.
- THIRD : This Decree of Director of Business Guidance and Distribution Doer shall come into effect as from its stipulation date.

Stipulated in Jakarta
on

DIRECTOR OF BUSINESS GUIDANCE AND DISTRIBUTION DOER



This copy of Decree of Director of Business Guidance and Distribution Doer is delivered to:

1. Director General of Domestic Trade, the Trade Ministry;
2. Director General of Consumer and Commerce Protection, the Trade Ministry; and
3. Inspector General, the Trade Ministry.

THE MINISTER OF TRADE OF RI,

sgd.

ENGGARTIASTO LUKITA

Copy conforms to the original

Secretariat General

The Ministry of Trade

Head of Legal Bureau,

M. SYIST

