

**RentPP | Rent a Principal Practitioner**

# Firm FFC Journey Guide

How RentPP helps agents, entrepreneurs and developers move from company readiness to PPRA name approval, stand-in principal appointment, Agent FFC where required, Firm FFC proof, operating setup and support.

**R25k**

STAND IN PRINCIPAL |  
ONCE OFF

**R10k**

AGENCY PACKAGE |  
SETUP ONCE OFF

**R1k**

SUPPORT PACKAGE |  
MONTHLY

## PURPOSE

# What RentPP is built to solve

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RentPP assists agents who want to work for themselves, entrepreneurs opening their own firms, and developers that now want to sell their own properties. Many of these clients do not yet have a Firm FFC or complete PPRA firm structure. RentPP helps them move through the registration route properly.

This guide explains the service journey. It must be read with the signed RentPP agreement, selected package schedule, appointment documents and PPRA submission requirements applicable at the time.

## PACKAGES

# The three RentPP services

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### Stand in Principal

**R25k** ONCE OFF

Registration route that helps complete firm compliance so the company can obtain Firm FFC proof.

- Stand-in principal appointment.
- Director and 1% shareholding step where required.
- PPRA company name approval support.
- Firm FFC, trust exemption and PPRA admin fee support within scope.
- Proof of Firm FFC as target outcome.

### Agency Package

**R10k** SETUP ONCE

OFF

Operational setup for a registering or newly registered agency.

- FIC registration support.
- RMCP setup support.
- Brandable operating documents.
- Property24 and Private Property application assistance.
- Launch readiness support.

### Support Package

**R1k** MONTHLY

Ongoing support after delivery for queries, renewals and compliance guidance.

- General support enquiries.
- PPRA, FIC and POPIA guidance.
- Renewal reminders.
- Document-use questions.
- Escalation logging.

# From company readiness to Firm FFC proof

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## Book through Start Here

Submit the booking form so RentPP can understand your position.

2

## CIPC company

A company must exist before the route can move properly.

3

## Business bank account

The company must have a bank account before adding the stand-in principal.

4

## Principal structure

The stand-in principal is added as director and at least 1% shareholder where required for PPRA submission.

5

## PPRA name approval

The company or firm name is prepared and submitted for PPRA approval.

6

## Agent FFC if required

If the client must personally trade as an agent and does not have an FFC, the individual Agent FFC route must be addressed.

7

## Firm FFC and trust exemption

RentPP supports the Firm FFC route and strongly recommends trust exemption where appropriate.

8

## Firm FFC proof

The target outcome is proof that the firm is registered and can trade as a firm.

9

## Agency setup and support

Agency Package and Support Package help the firm operate after registration.

## DOCUMENTS

# What the client must prepare

Document group	Examples	Why it matters
CIPC and bank	Company registration documents and business bank confirmation letter.	Required before adding the principal structure.
Authority	Agency resolution, appointment letter and signing authority.	Authorises the stand-in principal, director/shareholding step and submissions.
Identity and ownership	ID documents, shareholder records and beneficial ownership information.	Supports CIPC, PPRA, FIC and portal applications.
FFC position	Existing Agent FFC, education/compliance documents or application information.	Identifies whether an individual Agent FFC must be addressed.
Trust exemption	Operating model, declarations and records supporting no trust-money route.	Trust exemption can reduce complexity and cost where the firm qualifies.

## LAUNCH SUPPORT

# Portal advertising and operating setup

After or alongside registration, the Agency Package supports FIC registration, RMCP setup, brandable operating documents and portal registration assistance. Firms with 51% black ownership may qualify for programmes such as Property24 Phumelela and Private Property Siyakhula.

RentPP assists with application preparation. Portal benefits, approval, free advertising, value and duration remain subject to the portal provider's eligibility rules and programme changes.

**IMPORTANT**

## What can delay the journey

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- No CIPC company or no business bank account.
- Client refuses or delays the director/shareholding step needed for PPRA submission readiness.
- Missing ID, ownership, FFC, education or authority documents.
- Unclear trust-money position or refusal to follow the trust-exemption route where appropriate.
- PPRA requests corrections or additional information.
- Portal provider changes its eligibility or approval requirements.