

COMMISSION OF REAL ESTATE APPRAISERS, APPRAISAL MANAGEMENT COMPANIES
AND HOME INSPECTORS
1100 N. Eutaw St. #121 Baltimore, MD 21201
(410) 230-6363 or (410) 230-6165 or dloplrealestateappraiser-labor@maryland.gov

APPLICATION FOR REAL ESTATE APPRAISER TRAINEE LICENSE

*****DO NOT REMIT ANY FEES WITH THIS APPLICATION*****

NOTE: The online application is preferred with the quickest processing time.

INSTRUCTIONS

Please complete the application and remit photocopies of course completion certificates reflecting a minimum of 75 hours of qualifying education. Thirty (30) hours must be devoted to AQB CAP approved *Appraisal Principles*; (30) hours must be devoted to AQB CAP *Appraisal Procedures*; and 15 hours must be devoted to the *15-Hour National USPAP Course* or its equivalent. Your completion certificate for the *15-Hour National USPAP Course* must include the name and AQB-issued number of the AQB-certified USPAP instructor.

Effective January 1, 2015, an applicant for a trainee license must provide evidence of having completed a Commission-approved course that sets forth the requirements and responsibilities of supervisory appraisers and expectations for trainee appraisers.

Effective January 1, 2015, an applicant for a trainee license must provide a Trainee Supervisor Verification Form and evidence that their declared supervising appraiser has completed a Commission-approved course that sets forth the requirements and responsibilities of supervisory appraisers and expectations.

Effective January 1, 2015, all qualifying education must be completed within the five (5) year period prior to the date of submission of an application for a trainee license.

If the preliminary application is approved, you will be mailed a license application and instructions that will allow you to proceed with the application process and to receive a license. You will be charged a \$150.00 fee for a three-year trainee license, which can be renewed for additional terms.

GENERAL INFORMATION

Last Name		First Name		Middle
Street Address				
City	County	State	Zip Code	
Social Security Number	Date of Birth		Place of Birth, City, State	

COMPLETE AND SIGN THE REVERSE SIDE

- | | Yes | No |
|---|-----|-----|
| 1. Have you ever been convicted of a felony or misdemeanor in any State or Federal Court? | [] | [] |
| 2. Have you ever had this type of application or license, certificate, registration or permit denied, suspended or revoked by Maryland or any other jurisdiction? | [] | [] |

If "Yes", you must submit, for the Commission's review and determination, a written account of the conviction(s); current status of the conviction(s) as it relates to incarceration, parole, probation, restitution, etc.; and a true test copy of the court docket(s) which may be obtained from the Clerk of the Court in the jurisdiction of the conviction. The conviction of an offense is not an automatic bar to licensure. The denial, suspension, revocation or other disciplinary action taken against you is not an automatic bar to licensure. If you marked "Yes", you must submit a written explanation of the disciplinary action taken; and a true test copy of the consent order(s) or final order(s) issued by the applicable regulatory authority.

CERTIFICATION

I hereby certify, under penalty of perjury, that the information contained herein is true and correct to the best of my knowledge, information, and belief. I further authorize the release of any information contained within this application to an authorized representative of the Department of Labor, Licensing and Regulation for further investigation. I further certify that I have paid all undisputed taxes and unemployment insurance contributions payable to the Comptroller or the Department of Labor, Licensing and Regulation or have provided for payment in a manner satisfactory to the unit responsible for collection.

I further affirm that, if my address listed on this application, or any time in the future, is not within the State of Maryland, I do hereby irrevocably consent that service of process on the Secretary of State shall bind me in any action about the provision of real estate appraisal services brought against me in the city of Baltimore of any county in the State of Maryland.

_____	_____
Signature of Applicant	Date

_____	_____
Business Phone Number	Home Phone Number

Return completed application and requisite documentation to:

**Maryland Commission of Real Estate Appraisers,
Appraisal Management Companies and Home Inspectors
1100 N. Eutaw St. #121
Baltimore, MD 21201**