



**Real Estate Appraiser Board**  
**TEMPORARY APPRAISER LICENSE APPLICATION**  
 Fee \$45.00

A check or money order payable to the TREASURER OF VIRGINIA,  
 or a completed credit card insert must be mailed with your application package.

**APPLICATION FEES ARE NOT REFUNDABLE.**

Select **one** license type you are requesting.

X	Temporary License Types
<input type="checkbox"/>	Licensed Residential
<input type="checkbox"/>	Certified Residential
<input type="checkbox"/>	Certified General

1. Do you hold a current real estate appraiser license or certification issued by any state or jurisdiction (excluding Virginia)?  
 No  If no, you do **not** qualify for a temporary license in Virginia.  
 Yes

2. Do you hold a current or expired real estate appraiser license issued by the Virginia Real Estate Appraiser Board?  
 No   
 Yes  If yes, provide your Virginia License number below:  
 Virginia License Number 

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 Expiration Date \_\_\_\_\_

3. Name \_\_\_\_\_  
Last First Middle Generation

4. Provide **one** of the following identification numbers.  
 Social Security Number or  Virginia DMV Control Number\* 

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 \* State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the Virginia Department of Motor Vehicles.

5. Date of Birth \_\_\_\_\_ (Must be at least 18 years of age.)  
MM/DD/YYYY

6. Mailing Address (PO Box accepted) \_\_\_\_\_  
 If a mailing address is submitted, the mailing address will be printed on the license.  
 \_\_\_\_\_  
City State Zip Code

7. Street Address (PO Box **not** accepted)  Check here if Street Address is the same as the Mailing Address listed above.  
**PHYSICAL ADDRESS REQUIRED**  
 \_\_\_\_\_  
 \_\_\_\_\_  
City State Zip Code

8. E-mail Address \_\_\_\_\_

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	FILE #/LICENSE #	ISSUE DATE
			1020		4005	

9. Contact Numbers

Primary Telephone
Alternate Telephone
Fax

10. Provide the following information for each **current** and/or **expired** real estate appraiser license, certification or registration issued by any state or jurisdiction:

State/Jurisdiction	License, Certification or Registration No.	License Type	Expiration Date

11. In order to qualify for a Virginia temporary license, the appraiser's business is of a temporary nature. List the following information for the specific assignment (this may include multiple properties):

Business Name \_\_\_\_\_

Business Street Address \_\_\_\_\_

City
State
Zip Code

Project Termination Date \_\_\_\_\_

12. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes  If yes, provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

13. Have you ever been convicted in any jurisdiction of a ***misdemeanor involving moral turpitude and/or any felony?*** Any guilty plea or plea of nolo contendere must be disclosed on this application.

No

Yes  If yes, list the misdemeanor and/or felony conviction(s). Attach your original criminal history\* record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; and any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation etc.).

\*Original criminal history records may be obtained by contacting the Virginia state police at [www.vsp.virginia.gov](http://www.vsp.virginia.gov) or by phone at (804)674-6718. Applicants with convictions from other jurisdictions, other than Virginia: must provide an original criminal history record from each state/jurisdiction in which they have been convicted.

By signing this application, you acknowledge that if you are not a Virginia resident, or move outside of Virginia while you hold a Virginia Real Estate Appraiser License, you understand that this application serves as a written power of attorney, whereby you appoint the Director of the Department of Professional and Occupational Regulation, and his/her successors in office, to be your true and lawful agent and attorney-in-fact, in your stead, upon whom all legal process against and notice to you may be served and who is hereby authorized to enter an appearance on your behalf in any case or proceedings arising out of the trade or profession practiced; and that by submitting this application you hereby agree that any lawful process against you which is duly served on said agent and attorney-in-fact shall be of the same legal force and validity as if served upon you.

14. I, the undersigned, certify that the foregoing statements and answers are true and I have not suppressed any information that might affect the Board's decision to approve this application. I will notify the Department if I am subject to any disciplinary action or convicted of any felony or misdemeanor charge (in any jurisdiction) prior to receiving my license. I also certify that I understand, and have complied with, all the laws of Virginia related to Real Estate Appraisers under the provisions of Title 54.1, Chapter 20.1 of the *Code of Virginia* and the *Real Estate Appraiser Board Regulations*.

I further attest that I am of good moral character, honest, truthful, and competent to transact the business of a real estate appraiser in such a manner as to safeguard the interests of the public.

Signature \_\_\_\_\_ Date \_\_\_\_\_

A Temporary License cannot be renewed.

The temporary assignment must be complete prior to the expiration date of the permanent certification or license issued by another state.