



301 Centennial Mall South, First Floor
 PO Box 94963
 Lincoln, NE 68509-4963
 www.appraiser.ne.gov
 402-471-9015

Check Number:	
Receipt Number:	
Credential #/Card #:	
ASC National Registry Checked:	
Processed By:	Date:
For Board Use Only	

APPLICATION FOR NEBRASKA REAL PROPERTY APPRAISER TEMPORARY CREDENTIAL

TEMPORARY CREDENTIAL TOTAL FEE DUE: \$150

SELECT TYPE OF CREDENTIAL: **CERTIFIED GENERAL** **CERTIFIED RESIDENTIAL** **LICENSED RESIDENTIAL**

APPLICATION INFORMATION

Subject Property Location (Address(es)
 or Legal Description(s)): _____

Subject Property Type(s): _____

Assignment Due Date: _____

Date of Application: _____

Date of Birth: _____

Name: _____

Last
First
Middle

Residential Address: _____

PO Box or Street Number
City
State
Zip Code + 4

_____ E-Mail Address _____ Area Code + Phone Number

Business Name: _____

Business Address: _____

PO Box or Street Number
City
State
Zip Code + 4

_____ Business E-Mail Address _____ Business Area Code + Phone Number _____ Fax Number

Mail communications from the Board will be sent to the Business Address given.

Preferred Method of Communication: _____

Original credential issued under the laws of the state of: _____

Credential Number: _____

Initial Status Date of Credential: _____

Date of Expiration: _____

DISCIPLINARY QUESTIONS

1. Have you ever been convicted of a felony, including a conviction based upon a plea of guilty or nolo contendere?
 YES NO
If your answer to No. 1 above is yes, have your civil rights been restored?
 N/A YES NO
2. Have you been convicted of any crime of fraud, dishonesty, breach of trust, money laundering, misrepresentation, or deceit, including a conviction based upon a plea of guilty or nolo contendere involving real estate, financial services, or in the making of an appraisal within the five-year period immediately preceding the date of application?
 YES NO
3. Have you been convicted of any crime related to the qualifications, functions, or duties of a real property appraiser within the five-year period immediately preceding the date of application, including a conviction based upon a plea of guilty or nolo contendere?
 YES NO
4. Have any civil judicial actions, including dismissal with settlement, in connection with real estate, financial services, or in the making of an appraisal been brought against you within the five-year period immediately preceding the date of application?
 YES NO
5. Are there any criminal charges pending against you at this time, or have you been convicted of a misdemeanor criminal offense within the five-year period immediately preceding the date of application?
 YES NO
6. Have you surrendered a Nebraska appraiser credential, or an appraiser credential, or any other registration, license, or certification, issued by any other regulatory agency or held in any other jurisdiction, in lieu of disciplinary action pending or threatened within the five-year period immediately preceding the date of application? **Please note that you are required to disclose any action, even if it has been previously disclosed on an application for this agency. Failure to disclose this may result in a delay in processing of your application.**
 YES NO
7. Has your Nebraska appraiser credential, or your appraiser credential or any other registration, license, or certification issued by any other regulatory agency or held in any other jurisdiction, been revoked or suspended with the five-year period immediately preceding the date of application? **Please note that you are required to disclose any action, even if it has been previously disclosed on an application for this agency. Failure to disclose this may result in a delay in processing of your application.**
 YES NO
8. Has disciplinary action ever been taken against your appraiser credential or any other registration, license, or certification issued by any regulatory agency or held in any jurisdiction?
 YES NO
9. Are disciplinary proceedings pending against you or are you currently under investigation by any regulatory agency in Nebraska or in any other jurisdiction?
 YES NO

If you answered yes to any of the above questions 1 through 9, provide a brief statement on a separate sheet that includes all significant details, the circumstances surrounding the matter, the name of any persons involved, and resolution or conviction. Provide copies of all official records related to the matter, including convictions, orders, and/or settlement agreements. Provide this information even if you have previously provided it with an application to this agency.

APPLICATION CHECKLIST

Include the following items with your completed application:

- Completed application form.
- Check or money order for \$150: non-refundable \$100 application fee and \$50 credentialing card fee.
- Recent passport type photo (Copy of driver's license will meet the requirement.).
- Letter of engagement or contract **indicating location(s) of assignment and completion date** (*completion date must be a specific date, location should be a street address or legal description*).

I hereby attest that I have included all required materials and completed the submitted application in its entirety. I understand that, should my application be found to be incomplete, it will be considered invalid and will be returned to me.

Print Name: _____
Last First Middle

Applicant's Signature Date

LICENSE SUSPENSION ACT, LAWS OF NEBRASKA, 1997

MANDATORY RELEASE OF SOCIAL SECURITY NUMBER DATA REQUIRED BY THE PRIVACY ACT OF 1974

Effective September 13, 1997, the Real Estate Appraiser Act (Neb. Rev. Stat. § 76-2201 to 76-2250) requires the social security number of all applicants. Pursuant to the License Suspension Act (Neb. Rev. Stat. § 43-3301 to 43-3324), the Real Property Appraiser Board is required to submit this information to the Nebraska Department of Health and Human Services. Provision of this information is mandatory. The information will be used to assist authorized agencies in the enforcement of child, spousal, and medical support orders against holders of professional, occupational, and recreational licenses. Disclosure is mandatory for all individuals, regardless of whether the individual has ever been ordered to pay support.

Social Security Number: _____

AFFIDAVIT OF APPLICANT

The foregoing statements are made for the purpose of procuring a temporary Nebraska Real Property Appraiser Licensed Residential credential, Certified Residential credential, or Certified General credential. I hereby consent that these statements may be used as evidence by the Real Property Appraiser Board of the State of Nebraska, or in any court in Nebraska where a violation of the said Real Property Appraiser Act is claimed, and that the application, representations, and statements made herein to procure a temporary Real Property Appraiser Licensed Residential credential, Certified Residential credential, or Certified General credential may at any time be used in evidence.

I have read and will comply with the *Uniform Standards of Professional Appraisal Practice* and the ethical rules established by the Real Property Appraiser Act. I hereby certify that I understand the types of misconduct for which disciplinary proceedings may be initiated.

I also expressly agree that the Nebraska Real Property Appraiser Board reserves the right to go outside this application for information as to my trustworthiness and competency to act as a real property appraiser in the State of Nebraska.

I also hereby authorize any agency of federal, state, or local government, consumer reporting agency, present or former employer, or any other individual, partnership, corporation, or association, in this or any other state, to furnish to the Nebraska Real Property Appraiser Board, or its representatives, any information bearing upon my reputation for honesty, trustworthiness, integrity, and competence to transact business of a real estate or real property appraiser in such manner as to safeguard the interest of the public. Such information may include, but is not limited to, records of arrests for criminal offenses, the circumstances involved in any such arrests, the suspension or revocation of any license authorizing me to engage in any profession or occupation, or the rejection of my application for such license, and the reason for such suspension, revocation, or rejection.

I understand that any temporary credential issued shall be expressly limited to a grant of authority to engage in real property appraisal activity required for an assignment in this state. Each temporary credential shall expire upon the completion of the assignment or upon the expiration of a period of six months from the date of issuance, whichever occurs first. A temporary credential may be renewed for one additional six-month period.

I expressly agree to comply with all of the provisions of the Real Property Appraiser Act relating to the appropriate classification of credentialing. The board may, upon its own motion, and shall, upon the written complaint of any aggrieved person, cause an investigation to be made with respect to an alleged violation of the act by a person who is engaged in, or who has engaged in, real property appraisal activity as a temporary credential holder, and that person shall be deemed a real property appraiser within the meaning of the act.

I attest that I am at least 19 years of age.

I, _____, of _____, do hereby submit an irrevocable consent
(Name) (City, State)

that service of process upon me be made by delivery of the process to the Director of the Nebraska Real Property Appraiser Board if the plaintiff cannot, in the exercise of due diligence, effect personal service upon me in an action in a court arising out of my activities as a real property appraiser.



I CERTIFY THAT THE STATEMENTS MADE IN THIS APPLICATION AND ALL ATTACHMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE NOT SUPPRESSED ANY INFORMATION THAT MIGHT HAVE A BEARING ON THIS APPLICATION.

Applicant's Signature

Date

DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered invalid.
2. Along with the application, the following documentation must also be included:
 - a. Check or money order for \$150: non-refundable \$100 application fee and \$50 credentialing card fee.
 - b. Recent passport type photo (copy of driver's license photo will meet the requirement).
 - c. Letter of engagement or contract **indicating location(s) of assignment and completion dates** (*completion date must be a specific date*).
3. Mail application, fee(s), and supporting documentation to:

NEBRASKA REAL PROPERTY APPRAISER BOARD
PO BOX 94963
LINCOLN, NE 68509-4963
4. Questions or concerns may be directed to Board staff 402-471-9015 or nrpab.credentialing@nebraska.gov.

ADDITIONAL INFORMATION

- Each temporary credential expires upon completion of the appraisal assignment, or upon the expiration of the six-month period from the date of issuance, whichever date occurs first.
- If an extension is necessary, a request must be made to the Nebraska Real Property Appraiser Board on the form approved by the Board. A temporary credential may be renewed for one additional six-month period.
- Each appraiser working on the appraisal assignment is required to obtain a temporary credential, or be appropriately credentialed in Nebraska.
- When the appraisal assignment relates to multiple properties, if each property is listed on a separate engagement letter, separate credentials will be required.
- Application for a temporary credential is valid for one year from the date the application is submitted or upon expiration of the assignment specified within the letter of engagement, whichever occurs first.
- Upon approval of the application, the applicant will be issued a letter notifying him or her of his or her approval as a temporary credential holder, along with the terms of the temporary credential, and a credentialing card in a form approved by the Board.
- An application may be denied at any time during the process if the applicant is found to not meet the requirements of the Real Property Appraiser Act and Title 298 of the Nebraska Administrative Code.