

TEMPORARY NON-RESIDENT APPLICATION

Appraiser Certification and Licensure Board
3000 Market Street NE, Suite 541
Salem, OR 97301

Phone: 503-485-2555

Fax: 503-485-2559

(FOR OFFICE USE ONLY)	Date Permit Issued: _____
Date of Application: _____	Permit Number: TNR _____

The State of Oregon will recognize temporarily, the certificate or license of a real estate appraiser in good standing issued by another state, if the appraisers business in the state of Oregon is of a temporary nature. The temporary non-resident application must be submitted ***before*** beginning the assignment. The temporary permit is only valid for a ***single*** appraisal assignment. A single appraisal assignment may include one or more properties under one contract for a ***single client***.

INSTRUCTIONS: Please type or print legibly in ink. You must have an active appraiser license/certificate that is in good standing in a state other than Oregon. You must submit the following:

- A check made payable to the ACLB, or a credit card authorization in the amount of **\$150**;
- Signed and notarized Affidavit and Consent to Service of Process forms.

Name: _____
Last
First
MI

Residence Address: _____
Street
City
State
Zip

Business Name: _____

Business Address: _____
Street
City
State
Zip

Home Phone: _____ **Work Phone:** _____ **Fax:** _____

Social Security Number: _____ **Date of Birth:** _____ **Drivers License No:** _____

Resident State: _____ **Credential:** _____ **Resident State Credential No:** _____

Email: _____

Male: ___ Female: ___

For Office Use Only
ASC _____
LEDS _____
DATE PAID _____
CC/CK _____
AMT _____

For Office Use Only

If you answer **yes** to any of the following questions, you must submit a written explanation and official documentation as attachments to your application:

1. Have you **EVER** entered a plea of nolo contendere, plead or found guilty of, or been convicted of a misdemeanor or felony, or other criminal offense(s)? Are you now awaiting trial or sentencing in any criminal proceeding? *If yes, fully explain on a separate sheet of paper, the facts of the offense and identify the location of jurisdiction of the proceedings. Include a copy of all final court documents identifying charges and assessing penalties.* The Appraiser Certification and Licensure Board conducts criminal background checks on all applicants.
Yes _____ No _____
2. Have you or any partnership or corporation in which you were a legal or financial participant ever been the subject of a disciplinary action, public or otherwise, in this or any other state by any agency that has granted you a license, certificate or registration to engage in a regulated occupation, trade or profession?
Yes _____ No _____
3. Have you **EVER** had an application for a real estate appraiser license or certification or an application for a non-resident temporary practice registration or permit been denied?
Yes _____ No _____

THE APPRAISAL ASSIGNMENT:

Name of Client: _____

Contact Person: _____

Property(s) to be appraised (please provide sufficient information to identify the property):

Street	City	County	State
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Street	City	County	State
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Street	City	County	State
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Street	City	County	State
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Street	City	County	State
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Street	City	County	State
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Type of property being appraised: _____

Estimated time to complete the assignment: _____

AFFIDAVIT OF APPLICATION

I hereby state that I have fully read and understand the questions presented in this application and have answered them truthfully and completely. I affirm that I have read and agree to comply with all provisions of the state of Oregon laws and rules governing real estate appraiser licensing and certification. I acknowledge that my failure to make a full and accurate disclosure of any information requested herein may result in the denial of, and/or revocation of my application for temporary practice.

I agree to provide additional information or documentation that may be deemed necessary by the state issuing the temporary practice permit to verify information I have disclosed in the application.

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 associate, in this or any other state, or its representatives, to furnish to the state issuing the temporary practice permit, any information bearing upon my background for honesty, trustworthiness, integrity, and competence to transact business as a real estate appraiser in such manner as to safeguard the interest of the public. Such information may include, but is not limited to, records of any convictions for misdemeanors and/or felonies, the circumstances involved in any such convictions, and the suspension, revocation, or surrender of any license authorizing me to engage in any profession or occupation.

I acknowledge that I understand that the temporary practice permit obtained hereby is not valid for any individual other than myself.

I acknowledge that I understand that the state issuing my temporary practice permit may have requirements for temporary practice in addition to this application and that it is my responsibility to comply with the requirements in that state.

I hereby agree to develop my appraisal and issue my appraisal report in conformance with the edition of the Uniform Standards of Professional Appraisal Practice (USPAP) in effect at the time that the appraisal report is issued.

I hereby swear (or affirm) that I am in good standing in all states that I currently hold a real estate appraiser license or certification, that the foregoing statements are true and correct to the best of my knowledge and belief, and that I have not suppressed or excluded any information that may have a bearing on this application.

I understand that I am not allowed to practice real estate appraisal activity in Oregon until my application is approved and I am issued a temporary practice number.

MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC

Signature of Applicant

Date of Signature

STATE OF _____

On this _____ day of _____, in the year _____, before me _____,

Personally appeared _____ and proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that he or she executed it.

SEAL

Signature of Notary Public

My Commission Expires: _____

CONSENT TO SERVICE OF PROCESS FORM

KNOW ALL MEN BY THESE PRESENTS:

I, _____ am a non-resident of the state of Oregon, and I am an applicant before the Appraiser Certification and Licensure Board of the state of Oregon for a real estate appraiser temporary practice permit.

I agree that my acceptance of a temporary practice permit issued by the Appraiser Certification and Licensure Board is equivalent to an appointment of me by the administrator, director or designee of the board or agency as my agent for service of in lawful summons, process or pleading in any action or suit against me in any Court in the state issuing the temporary practice permit arising out of my activities as a certified or licensed appraiser. I further agree that service so made upon the administrator, director or designee of the board or agency shall have the same legal force and validity as if service had been made on me personally in this state provided that:

1. Notice of the service and a copy of the summons, process or pleading is sent by registered mail by the plaintiff or the plaintiff's attorney to the defendant, at the most recent address furnished to the board or agency by the non-resident licensee or to the non-resident licensee's last known address; and
2. An affidavit of the plaintiff or the plaintiff's attorney of the mailing is appended to the summons, process or pleading and entered as a part of the return thereof.

I, _____ do hereby certify that records of my real estate appraisal activity conducted in the state of Oregon will be kept at the following address: _____, and that they will be available to the board or agency administrator, director or designee during normal business hours.

In witness whereof, license or certificate holder has subscribed his or her name hereto this day of _____, in the year _____.

Applicant's Signature

STATE OF _____

On this ___ day of _____, in the year _____, before me, _____

_____ personally appeared and proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that he or she executed it.

Signature of Notary Public

My Commission Expires: _____

SEAL