



# REQUEST FOR INACTIVE STATUS (For Currently Certified or Licensed Appraisers)

P.O. Box 12188, Austin, Texas 78711-2188

FEES	DATE RECEIVED
NO FEE REQUIRED	
DO NOT WRITE ABOVE THIS LINE	

**ALL INFORMATION MUST BE TYPED OR PRINTED IN INK.**

I hereby request that my certification/license be placed on inactive status.

\_\_\_\_\_  
Name (as it appears on license)

\_\_\_\_\_  
License No.

\_\_\_\_\_  
E-mail Address

### CERTIFICATION STATEMENT

I hereby certify that:

- I will not appraise real property, engage in appraisal practice, or perform any activity for which an appraiser license or certification is required while I am on inactive status.
- I understand that an inactive certified or licensed appraiser is NOT exempted from renewing in a timely manner. To remain on inactive status, the appraiser must renew the certificate or license and pay the appropriate renewal fees.
- I have provided all appraiser trainees under my supervision, if any, written notice of termination of supervision at least 30 days prior to filing this request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

### PRIVACY NOTICE

In accordance with Chapter 559, Government Code, the following notice about certain information laws and practices is given.

- (1) With few exceptions, an individual is entitled on request to be informed about the information that a state governmental body collects about the individual.
- (2) Under Sections 552.021 and 552.023 of the Governmental Code, the individual is entitled to receive and review the information.
- (3) Under Section 559.004 of the Governmental Code, the individual is entitled to have the governmental body correct information about the individual that is incorrect.