TALCB
TEXAS APPRAISER LICENSING & CERTIFICATION BOARD

APPLICATION FOR APPROVAL OR REINSTATEMENT AS AN APPRAISER TRAINEE

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

FEES	RECEIPT NUMBER	AMOUNT	MONEY TYPE	DATE RECEIVED
TRAINEE APPLICATION		**$255.00**		

DO NOT WRITE ABOVE THIS LINE

ALL INFORMATION MUST BE TYPED OR PRINTED IN INK. MAKE CHECKS OR MONEY ORDERS PAYABLE TO TALCB.

PLEASE NOTE: All requirements of the application, including fingerprinting for a criminal history check, must be satisfied within 12 months after the date the application is received by TALCB or the application will expire.

Applicant Status:

☐ New Applicant

☐ Reinstatement _____ (Authorization No.) _____ (Expiration Date)

1. Full Legal Name: _____ (Last) _____ (First) _____ (Middle)

2. Social Security Number: _____ **3. Drivers License or State ID Number:** _____ (State)

4. Date of Birth: _____ **5. Gender:** ☐ Male ☐ Female

6. Ethnic Group: ☐ Black/African American ☐ White ☐ Hispanic ☐ Asian

☐ Other (specify): _____

☐ Decline to respond

7. Mailing Address and Contact Information: (Post Office Box may be used)

_____
Number, Street and Apt No.

_____ (City) _____ (State) _____ (Zip Code) _____ (Phone Number)

_____ (Fax Number) _____ (E-mail Address)

8. List all names (maiden, aliases, nicknames, etc.) by which you have been known.

_____ _____

_____ _____

9. Provide the information indicated concerning each "professional or occupational license" that you currently hold, have held in the past five years, or for which you are currently applying. *As used herein, a "professional license" is any state or federal license, permit, registration, or certification that is required to engage in a regulated business or activity.*

License Type	License No.	Jurisdiction	Issue Date	Exp/Term Date	Status

10. Are you currently an inmate imprisoned in the Texas Department of Criminal Justice or a person released on parole or mandatory supervision residing in a halfway house or community residential facility? ☐ Yes ☐ No

11. Have you ever (1) had any professional or occupational license or certification suspended, canceled or revoked; (2) received a reprimand or disciplinary action; (3) surrendered a license or certification pending disciplinary action; or (4) had an application for such denied in Texas or any other state? ☐ Yes ☐ No
If YES, submit a complete written explanation and appropriate documentation such as final orders, etc.

12. Are there any pending complaints, investigations, or disciplinary hearings against any professional or occupational licenses or certifications you hold? ☐ Yes ☐ No
If YES, submit a complete written explanation and appropriate documentation such as final orders, etc.

13. Have you ever (1) been convicted of or pleaded *nolo contendere* to a criminal offense (Include **ALL** felonies and misdemeanors, including DWI and DUI. You do not have to include traffic tickets); (2) been placed on probation, community supervision, or deferred adjudication; or (3) are there any criminal charges pending against you? ☐ Yes ☐ No
If the answer to (1), (2), or (3) is YES, submit copies of all indictments, information, judgments, orders and charges, and a written explanation.

14. Have you ever had a civil judgment rendered against you, or are there any civil suits pending against you? ☐ Yes ☐ No
If YES, submit a complete written explanation and copies of all petitions and judgments.

15. Is education to meet the current education requirements being submitted at this time? ☐ Yes ☐ No
If YES, submit photocopies of transcripts and/or course completion certificates.
Please note that all qualifying education must be completed within the 5 year period prior to the date of application.

CERTIFICATION OF APPLICANT

I certify that I am eighteen (18) years of age or older and that I am a citizen of the United States or a lawfully admitted alien.

I certify that I have read and understand this application and certification of supervisory appraiser and that the answers given herein are true, correct and complete. I will furnish all additional information or documentation requested by the Texas Appraiser Licensing and Certification Board (TALCB) for verification of the information given in this application. I understand that failing to provide information or providing information that is false, misleading or fraudulent is grounds for denial of this application or revocation of my license.

I authorize TALCB to conduct any investigations of me as authorized by law or TALCB rules. I understand that information revealed in an investigation may be cause for denial of the application even though other requirements for a license have been met. I further understand that information submitted in conjunction with this application may be subject to public disclosure or inspection in accordance with the Public Information Act (Chapter 552, Government Code).

I certify that I will not perform any act as an appraiser trainee until an approval has been issued to me by the TALCB and I am working under the supervision of an eligible supervisory certified Real Property Appraiser. If approved as an appraiser trainee, I will abide by the provisions of The Texas Appraiser Licensing and Certification Act (Chapter 1103, Texas Occupations Code), TALCB Rules (22 TAC Chapters 153-157) and the Uniform Standards of Professional Appraisal Practice (USPAP).

I acknowledge the below statements by the supervisory appraiser. If my supervisor has more than three trainees, I understand that I am required to participate in progress monitoring and a Supervision Plan for Active, Personal, and Diligent Supervision for Trainees must be submitted with my Application for Approval as an Appraiser Trainee. I understand that I may not perform appraisals under this supervisory appraiser until the TALCB has authorized me to do so.

I agree that the Board may send all notices and communications concerning my license to my e-mail address on file with the Board.

Applicant's Signature **Date Signed**

You must provide a completed certification page for each supervisory appraiser.

CERTIFICATION OF SUPERVISORY APPRAISER

To be completed by ALL supervisory appraisers:

I agree to supervise the person named as applicant in this application. I have reviewed the application, and to the best of my knowledge, the information is true, correct, and complete. I will not allow the applicant to act as an appraiser trainee for me until the Texas Appraiser Licensing and Certification Board (TALCB) approves this applicant to act as an appraiser trainee under my supervision.

If applicant is granted appraiser trainee status, I agree to actively, personally and diligently supervise, and train the appraiser trainee and sign the trainee's reports completed under my supervision. I will review and sign the trainee's experience log quarterly. I understand that I will be responsible to the public and to TALCB for the professional conduct of the appraiser trainee until I notify TALCB and the appraiser trainee in writing that my supervision of the appraiser trainee has been terminated. I understand that I may be subject to disciplinary action if I or an appraiser trainee that I supervise violates the provisions of The Texas Appraiser Licensing and Certification Act (Chapter 1103, Texas Occupations Code), TALCB Rules (22 TAC Chapters 153-157) or the Uniform Standards of Professional Appraisal Practice (USPAP).

I certify that:

I ◯ HAVE ◯ HAVE NOT been subject to disciplinary action in any jurisdiction that affected my ability to engage in appraisal practice in the last 3 years;

I ◯ HAVE ◯ HAVE NOT notified my trainee of any other disciplinary action that did not affect my ability to engage in appraisal practice in the last 3 years;

I ◯ HAVE ◯ HAVE NOT been certified for 3 years; and

I ◯ HAVE ◯ HAVE NOT completed the Appraiser Trainee/Supervisory Appraiser Course as required by the AQB.

Supervisory Appraiser's Typed or Printed Name: _____

TALCB Certification Number: _____ Expiration Date: _____

_____ _____

Supervisory Appraiser's Signature **Date Signed**

List ALL appraiser trainees currently under your supervision.

_____ _____ _____

_____ _____

To be completed ONLY IF you supervise more than 3 trainees:

I certify that:

I ◯ HAVE ◯ HAVE NOT been certified for 5 years.

I understand that ALL of the appraiser trainees I supervise (as listed above) are required to participate in progress monitoring. I understand that I am required to submit a Trainee Supervision Plan for Active, Personal, and Diligent Supervision for Trainees for each trainee. **(Initial here)** _____

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.