



APPLICATION FOR APPROVAL AS AN APPRAISER TRAINEE

| FEES | RECEIPT NUMBER | AMOUNT | MONEY TYPE | DATE RECEIVED |
|---------------------|----------------|----------|------------|---------------|
| TRAINEE APPLICATION | | \$325.00 | | |

DO NOT WRITE ABOVE THIS LINE

ALL INFORMATION MUST BE TYPED OR PRINTED IN INK. MAKE CHECKS OR MONEY ORDERS PAYABLE TO TALCB. FEES ARE NON-REFUNDABLE. THE AMOUNT ABOVE INCLUDES A \$20 PAPER FILING FEE THAT YOU CAN AVOID IF YOU APPLY ONLINE.

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. For additional information regarding fingerprinting requirements, including how to schedule an appointment, please visit www.talcb.texas.gov/fingerprint-requirements.

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|---|--|--|--|--|
| 1. Full Legal Name: _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> Last First Middle </div> | | | | |
| 2. Social Security Number: _____ | | 3. Drivers License or State ID Number: _____ <div style="text-align: right; font-size: small;">State</div> | | |
| 4. Date of Birth: _____ | | 5. Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female | | |
| 6. Ethnic Group: <input type="checkbox"/> Black/African American <input type="checkbox"/> White <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Decline to respond | | | | |
| 7. Mailing Address and Contact Information: (Post Office Box may be used) _____ Number, Street and Apt No. _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> City State Zip Code Phone Number </div> _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> Fax Number E-mail Address </div> | | | | |
| 8. Supervisory Appraiser's Place of Business Address and Contact Information: (Must be a fixed street address, not a Post Office Box) _____ Number, Street and Suite No. _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> City State Zip Code Phone Number </div> | | | | |
| 9. List all names (maiden, aliases, nicknames, etc.) by which you have been known. _____ _____ | | | | |

10. 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 |
|--------------|-------------|--------------|------------|---------------|--------|
| _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ |

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.

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| Basic Appraisal Principles | 30 Hours |
| Basic Appraisal Procedures | 30 Hours |
| 15-Hour National USPAP or Equivalent | 15 Hours |
| Appraiser Trainee/Supervisory Appraiser Course | 4 Hours |

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; that I am a citizen of the United States or a lawfully admitted alien; and that I have been a legal resident of Texas for the sixty days preceding the date of this application.

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 (TEX OCC CODE Chapter 1103), TALCB Rules (22 TAC Chapters 153-157) and the Uniform Standards of Professional Appraisal Practice (USPAP).

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

CERTIFICATION OF SUPERVISORY APPRAISER

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 (TEX OCC CODE Chapter 1103), TALCB Rules (22 TAC Chapters 153-157) or the Uniform Standards of Professional Appraisal Practice (USPAP).

I certify that I have not been subject to any disciplinary action that affected my legal ability to engage in appraisal practice in the last five years, and that I HAVE HAVE NOT **[check one]** been subject to any other disciplinary action during the last five years.

I further certify that I HAVE HAVE NOT **[check one]** been certified for three years and have completed the Appraiser Trainee/Supervisory Appraiser Course as required by the AQB.

If I supervise more than three appraiser trainees, I further certify that I HAVE HAVE NOT **[check one]** been certified for five years and will ensure that all of the appraiser trainees I supervise participate in the voluntary trainee experience review program.

Supervisory Appraiser's Typed or Printed Name: _____

TALCB Certification Number: _____ Expiration Date: _____

Supervisory Appraiser's Signature Date Signed

NOTE: State law prohibits renewing a license after a license holder has defaulted on a student loan guaranteed by the Texas Guaranteed Student Loan Corporation (TG) unless the license holder has entered into a repayment agreement with TG. YOU should contact the TG BEFORE filing this application if you have defaulted on a student loan. A renewal may be rejected if this agency has received information from TG that the applicant has defaulted on a student loan. The Texas Guaranteed Student Loan Corporation can be contacted at: Texas Guaranteed Student Loan Corporation, P.O. Box 83100, Round Rock, TX 78683-3100. Phone: 1-800-252-9743.

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.