RENEWAL OF APPRAISER TRAINEE APPROVAL

TEXAS APPRAISER LICENSING & CERTIFICATION BOARD

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

FEES	RECEIPT NUMBER	AMOUNT	MONEY TYPE	DATE RECEIVED
TIMELY RENEWAL		$303.25		
EXPIRED 90 DAYS OR LESS		$428.25		
EXPIRED MORE THAN 90 DAYS BUT LESS THAN 6 MONTHS		$553.25		

DO NOT WRITE ABOVE THIS LINE

NOTE: ALL INFORMATION MUST BE TYPED OR PRINTED IN INK

1. Full Name: (as it appears on trainee approval)

Last First Middle

2. Trainee Approval Number: _____ **3. Expiration Date:** _____

4. Renewal Type: ☐ Timely ☐ Expired 90 days or less ☐ Expired more than 90 days

5. Renewal Status: ☐ Active ☐ Inactive

6. 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

7. Since your last renewal, have you: (1) had any professional or occupational license or certification suspended, canceled or revoked; (2) received a reprimand, warning letter, or disciplinary action; or (3) 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.

8. 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.

9. Since your last renewal, have you (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.

10. Since your last renewal, have you 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.

11. Are you maintaining appraisal experience logs and appraisal experience affidavits on forms prescribed by the Board for the period of authorization being renewed as required in Rule §153.17? ☐ Yes ☐ No
Note: You must promptly provide copies of the experience logs and affidavits to the Board upon request.

12. Are you currently in default on a student loan guaranteed by the Texas Guaranteed Student Loan Corporation (TG)? ☐ Yes ☐ No
If YES, submit a copy of your repayment agreement with TG.

13. Complete the chart below with the Appraiser Continuing Education (ACE) you have completed to meet the minimum renewal education requirement of 28 hours of acceptable ACE, that must include 7 hours from a National USPAP Update. You must ALSO have completed a Board approved Appraiser Trainee/Supervisory Appraiser Course within 4 years of your current expiration date in order to renew active. **You must submit copies of ACE course completion documents for all education listed.**

Course/Seminar Title	Course Provider or Sponsor	Date Completed	Hours
		Total ACE Hours Completed	

CERTIFICATION OF TRAINEE

I have personally completed all coursework listed on this renewal form and am submitting copies of course completion documents with this form.

All information I have submitted in this renewal form is true and correct. I understand my certification or license may be revoked, or other disciplinary action taken, if I furnish false or misleading information on this renewal application. I further understand that information submitted in conjunction with this renewal may be subject to public disclosure or inspection in accordance with the Public Information Act (Chapter 552, Government Code).

I certify that my supervisor(s) have not changed unless noted on an Addition or Termination of Appraiser Trainee Supervision form submitted with this application.

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

I understand that my license is not renewed until the TALCB reissues my certification or license.

_____ **Date Signed**

_____ **Signature of Trainee**

Be certain that your renewal application:

* Is complete - incomplete renewals cannot be processed and will be returned
* Is signed and dated
* Is postmarked no later than the expiration date
* Includes copies of ACE course completion documents for this renewal
* Includes copies of required documents for any "YES" answers

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.