



7. Have you been denied an appraisal license in Mississippi or any other state? If Yes, furnish date, state and type of license denied. \_\_\_\_\_

8. Has any license held by you been revoked or suspended in this or any other state?  Yes  No  
(If yes, furnish state of details on separate sheet.)

9. What has been your business or occupation for the past 5 years? Give place where employed for 60 days or more and account for entire time. If self-employed, list nature of business and address.

\_\_\_\_\_  
(Employer) (Street & Number) (City/State/Zip) (From) (Until)

\_\_\_\_\_  
(Employer) (Street & Number) (City/State/Zip) (From) (Until)

\_\_\_\_\_  
(Employer) (Street & Number) (City/State/Zip) (From) (Until)

\_\_\_\_\_  
(Employer) (Street & Number) (City/State/Zip) (From) (Until)

\_\_\_\_\_  
(Employer) (Street & Number) (City/State/Zip) (From) (Until)

10. Give the names and addresses of at least three (3) businessmen who have known you for the past 5 years. Do not include relatives.

(Name) (Business) (Street Address) (City) (State & Zip Code)

\_\_\_\_\_

\_\_\_\_\_

11. Have you been convicted of any criminal offense?  Yes  No Misdemeanor   
(If YES, furnish a statement of details.) Felony

12. Has anyone obtained a judgment against you in any court?  Yes  No  
(If YES, furnish dates, disposition or if appropriate, Petition for Voluntary Bankruptcy Schedules and Discharge.)

13. Are you an American citizen?  Yes  No If not, how long in U.S.? \_\_\_\_\_

14. Date of Birth \_\_\_\_\_ Place of birth \_\_\_\_\_  
(Mo./ Day /Yr.) (City) (County) (State)

15. How long have you been a resident of your present state? \_\_\_\_\_

16. Last year, did you file income tax in Mississippi?  yes  no (If NO, give explanation)



**APPRAISAL EXPERIENCE REPORTING FORM FOR STATE CERTIFIED APPLICANTS**

APPRAISAL HOURS ARE THE ACTUAL HOURS THE APPRAISER WORKED ON EACH APPRAISAL ASSIGNMENT

**19. APPRAISALS (Certified Residential) 2,500 hrs. required in no less than 24 months**

**RESIDENTIAL PROPERTY**

(1 – 4 units single family)

Maximum Hrs. Per MAB Rule 2 f. 2.

	No. Appraisals	Actual Hours
Complex	_____	_____
Non-Complex	_____	_____
<b>FIELD REVIEWS</b>	<b>No. Field Reviews</b>	<b>Actual Hours</b>
Complex	_____	_____
Non-Complex	_____	_____
<b>DESK REVIEWS</b>	<b>No. Desk Reviews</b>	<b>Actual Hours</b>
Complex	_____	_____
Non-Complex	_____	_____

TOTAL RESIDENTIAL HRS.

\_\_\_\_\_

Appraisal Log Dates : 1st appraisal \_\_\_\_\_ last appraisal : \_\_\_\_\_

**APPRAISALS (Certified General) 3,000 hrs. required in no less than 30 months**

**NON-RESIDENTIAL PROPERTY & More than 4 unit Residential**      **No more than 1500 hrs. can be 1-4 unit single family appraisals**  
 Maximum Hrs. Per MAB Rule 2 f. 1.

	No. Appraisals	Actual Hours
Complex	_____	_____
Non-Complex	_____	_____
<b>FIELD REVIEWS</b>	<b>No. Field Reviews</b>	<b>Actual Hours</b>
Complex	_____	_____
Non-Complex	_____	_____
<b>DESK REVIEWS</b>	<b>No. Desk reviews</b>	<b>Actual Hours</b>
Complex	_____	_____
Non-Complex	_____	_____

TOTAL GENERAL HRS.

\_\_\_\_\_

Appraisal Log Dates: 1<sup>st</sup> appraisal \_\_\_\_\_ last appraisal \_\_\_\_\_

**TOTAL ALL APPRAISALS**

\_\_\_\_\_

**20.** Applicants for State Certified Licensure must submit copies of appraisals selected from the appraiser’s log by MAB for review. The sample appraisal reports must have been prepared since 1991, must be USPAP compliant and in compliance with MAB Rules to be acceptable, and must include at least one complex appraisal utilizing all three approaches from the category being applied for.

# AFFIDAVIT

(Read Carefully)

21. The undersigned, in making this application to the Mississippi Real Estate Appraiser Licensing and Certification Board for permit/license to carry on the business of appraising real estate under the provisions of the Mississippi Real Estate Appraiser Licensing and Certification Act swears that he or she has read and is thoroughly familiar with the provisions of the Act, and Rule/Regulations issued by the Board and agrees to comply fully with them. The undersigned further swears that all of the information given in this application is true and correct to the best of his or her knowledge and belief. It is understood that any omissions, inaccuracies or failure to make full disclosure may be deemed sufficient reason to deny permit or permission to take an examination or to deny licensure or certification after examination or to withhold renewal of or to take an examination or to deny licensure or certification after examination or to withhold renewal of or suspend or revoke a permit/license or certificate issued by the Board. Under Section 73-34-47 all applications maintained in the office of the Board are a matter of public record. Therefore, this application and other information submitted with the application may be reviewed by members of the general public under reasonable rules and regulations established by the Board. I hereby authorize any financial institutions, education institutions or any other agencies, public or private, federal or state, to release any information contained in their files to the Mississippi Real Estate Appraiser Licensing and Certification Board and/or the Mississippi Real Estate Commission. I also agree to cooperate fully with any investigation involving possible violations of the Act and Rule/Regulations established by the Board.

Signature of Applicant \_\_\_\_\_

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

My Commission expires \_\_\_\_\_  
\_\_\_\_\_  
(Notary Public)

(S E A L)

\_\_\_\_\_  
(County)

\_\_\_\_\_  
(State)

22.

## PHOTOGRAPHS (Attach Photos Below)

FULL FACE

PROFILE VIEW

X

X

2 1/2 X 3 1/2

2 1/2 X 3 1/2

# PLEDGE/CERTIFICATION

I \_\_\_\_\_, pursuant to Section 13 and 37 of the  
(print your name)

Miss. Real Estate Appraiser Licensing and Certification Act of 1990 (Act), pledge to comply with the Uniform Standards of Professional Appraisal Practice and generally accepted ethical rules to be observed by a licensed/certified real estate appraiser as directed by the Appraisal Subcommittee of the Federal Financial Institutions Examination Council and Appraisal Standards Board/Appraiser Qualifications Board of the Appraisal Foundation. I understand that after a public hearing, the Miss. Appraisal Board (Board) may make such modifications in excess of those standards and ethical rules, as the Board deems appropriate for Mississippi.

I also certify that I have read the Act and the Rules/Regulations established by the Board and understand the types of misconduct, as set forth in the Act and Rules/Regulations, for which disciplinary proceedings may be initiated against me as a licensed/certified appraiser. Further, I acknowledge my requirement to disclose, at renewal of my license, any adverse decision (civil or criminal) in which I was a Defendant, in accordance with M. C. A. §§ 73-34-14 and 35.

\_\_\_\_\_  
(your signature)

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

-- SEAL --

\_\_\_\_\_  
(NOTARY PUBLIC)

\_\_\_\_\_  
(COUNTY)

\_\_\_\_\_  
(STATE)

IMPORTANT NOTE:

Advise us below if your office or residence address or telephone number (office or residence) has changed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUPPLEMENT TO APPLICATION  
NON-RESIDENT OF MISSISSIPPI**

I am a licensed/certified real estate appraiser in the state of \_\_\_\_\_ and a legal resident of the state of \_\_\_\_\_ desiring to obtain a Mississippi real estate appraiser license in order to conduct real estate activity within the state as defined in Chapter 32, Title 73, Mississippi Code of 1972 Annotated.

As an applicant for a non-resident Mississippi real estate appraiser license, I hereby agree to the following:

By affixing my signature to this document, I am filing a statement of irrevocable consent with the Mississippi Real Estate Appraiser Licensing and Certification Board (Board) that legal actions may be initiated against me in the proper court of any county of Mississippi in which a cause of action may arise or in which the plaintiff may reside by service of process or pleading upon me may be made by delivery of the process or pleading to the Secretary of State of Mississippi, if, in an action against me in a court of Mississippi arising out of my activities as a real estate appraiser in Mississippi, the plaintiff cannot, in the exercise of due diligence, effect personal service upon me. The consent stipulates that the service of process or pleading shall be taken in all courts to be valid and binding as if personal service has been made upon me within the State of Mississippi. I also consent to have any hearings conducted by the Board pursuant to Section 73-34-41, Mississippi Code of 1972 Annotated, at a place designated by the Board.

\_\_\_\_\_  
(Signature)

Subscribed and sworn to before me, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

My Commission expires \_\_\_\_\_  
\_\_\_\_\_  
(Notary Public)

(S E A L) \_\_\_\_\_  
(County) (State)

**MISSISSIPPI APPRAISAL BOARD  
REAL ESTATE APPRAISER'S AFFIDAVIT  
FOR  
LICENSED APPRAISER & CERTIFIED APPRAISER LOGS**

*ATTACH THIS AFFIDAVIT TO THE LOG SUBMITTED TO MAB*

I \_\_\_\_\_, being the holder of Mississippi Real Estate Appraiser License No. \_\_\_\_\_, do swear and affirm that each appraisal listed on the appraisal log that I have submitted to the Mississippi Appraisal Board (MAB) is a true and accurate report pertaining to real property, the reports are in compliance with Uniform Standards of Professional Appraisal Practice (USPAP), MAB Rules, per my records, as best as I can account for, my actual hours worked in performance of each appraisal assignment since January 1, 2008 and points prior to January 1, 2008; each was signed by me as a licensed or certified real estate appraiser and are retained in my files.

I understand that if any appraisal listed on my appraisal log which was submitted to the MAB that is not in compliance with USPAP and MAB Rules may be cause for the MAB to suspend or revoke my license.

\_\_\_\_\_  
Signature of Licensee  
License# \_\_\_\_\_

**NOTARY ACKNOWLEDGEMENT**

State of Mississippi

County of \_\_\_\_\_

Sworn to and subscribed before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

(My commission expires \_\_\_\_\_ )

SEAL



## APPRAISALS FOR MAB - HOURS FOR APPRAISAL EXPERIENCE CREDIT

All hours are the maximum allowable hours per MAB Rule 2( f.) Appraisers are required to enter the actual hours worked on each appraisal on their log.

### COMPLEX APPRAISAL

A narrative or form appraisal report that complies with USPAP Standard Rules 1 & 2 and relies on the three approaches to value, or, has one of the following characteristics: (a) there is no active market of properties similar to the property appraised; (b) there is not adequate data that can be confirmed by the appraiser to be factual and reliable; (c) gross adjustments to comparable sales exceed 25% of their sales price or exceed the trading range found in the market of essentially identical properties; (d) residential property with a contract price that does not fall within the medial sales price of residential property in the market area. (ADDED by MAB):

Examples: a **complex non-residential appraisal (66 hrs.)** may contain any of the following: income capitalization approach; income – expense analysis; building – land residual technique; leased fee – lease hold interest; absorption rate; discounting to present value; highest and best use is not the current use; itemized accrued depreciation; unit-in-place method or quantity survey method in the cost approach; site or vacant land using the allocation method, abstraction method, subdivision development method, or land residual method; appraisal requires the appraiser’s use of data obtained from a professional who is not an appraiser; a use of property that has no comparable sales with the same use; a property covered by the Environmental Protection Agency; a conservation easement; an appraisal that requires the before and after values. Other valuations may qualify as determined by MAB.

Examples: **complex residential (24 hrs.)** 1 – 4 unit appraisals are Fannie Mae form 1004/Freddie Mac form 70 that includes the GRM income approach; Fannie Mae form 1025/Freddie Mac form 72; Fannie Mae form 1073/ Freddie Mac form 465; Fannie Mae form 1075/Freddie Mac form 466; or a narrative report with the same content as any of these forms.

### NON-COMPLEX APPRAISAL

A narrative or form report that complies with USPAP Standard Rules 1 & 2 and does not require all three approaches to value to be credible and not misleading and has the following characteristics:

(a.) there is an active market of essentially identical properties; (b) adequate factual and reliable data is available and can be confirmed by the appraiser; (c) gross adjustments to comparable sales do not exceed 25% of the sales price of the comparable and does not exceed the trading range found in the market of essentially identical properties; (d) for residential property the contract price falls within the medial sales price of residential properties in the neighborhood of the specific property appraised.

(ADDED by MAB) : FIRREA Title XI @ 323.3(d)(3) ..... A regulated institution may presume that appraisals of 1-to-4 family residential properties are not complex, unless the institution has readily available information that a given appraisal will be complex. ....

Examples of a **non-complex residential appraisal (12 hrs.)** are Fannie Mae form 1004/Freddie Mac form 70 not including the income approach; **(8 hrs.)** Fannie Mae forms 2055 & 2075; **(4 hrs.)** vacant land or site appraisal using only the sales approach or a narrative report with the same content as any of these forms.

Examples: **non-complex non-residential appraisal (16 hrs.)** would not include all three (3) approaches to value when all three (3) approaches would be applicable for the classification of the property appraised, or, market data was available for all three (3) approaches.

**All hours for appraisals are subject to MAB’s determination and approval.**

## COMPETENT APPRAISER

An appraiser is considered to be competent for a specific appraisal assignment when the appraiser is in compliance with the **USPAP COMPETENCY RULE**.

In addition to an appraiser's **general education and experience**, to be competent for a specific appraisal assignment **the appraiser must have experience appraising** the classification of property that is the subject of the appraisal assignment

The appraiser must be **knowledgeable of and recognize the analytical methods** that are applicable for the appraisal assignment.

The appraiser must be **knowledgeable of the nuances of the local market and the supply and demand factors** relating to the specific property in the **geographic area** where the specific property is located.

The appraiser must be **knowledgeable of and in compliance with ALL laws and regulations** that apply to the appraiser or to the assignment. ( Fannie Mae; Freddie Mac; FHA/HUD; Title XI FIRREA; a clients written regulations or requirements; etc.) (USPAP AO 30 lines 79-80: An appraiser who unintentionally fails to comply or fails to recognize those assignment conditions violates the COMPETENCY RULE.)

**The appraiser must have sufficient factual and reliable data confirmed by the appraiser that is necessary to complete the appraisal assignment to insure that the appraisal will be credible and not be misleading.**