

Louisiana Real Estate Appraisers Board  
9071 Interline Avenue  
Post Office Box 14785  
Baton Rouge, LA 70898-4785  
225-925-1923 or 800-821-4529 (LA only)

## APPRAISAL MANAGEMENT COMPANY Initial License Application

This application is prescribed in accordance with LA R.S. 37:3415.1, et seq. Each question must be answered thoroughly and completely. Failure to disclose pertinent information may result in the delay or denial of your license. See the prorated fee schedule below. Make fee payable to the Louisiana Real Estate Appraisers Board. Company checks, personal checks, certified checks, and money orders are accepted. Please do not send cash via mail.

Jan \$1500.00   Feb \$1375.00   Mar \$1250.00   Apr \$1125.00   May \$1000.00   Jun \$875.00  
Jul \$750.00   Aug \$625.00   Sep \$500.00   Oct \$375.00   Nov \$250.00   Dec \$125.00

### PLEASE TYPE OR PRINT

1. Name of the entity seeking a license \_\_\_\_\_
2. Mailing address \_\_\_\_\_
3. City, state, zip \_\_\_\_\_
4. Physical address, if different from the mailing address listed above  
\_\_\_\_\_
5. City, state, zip \_\_\_\_\_
6. Phone number (        ) \_\_\_\_\_
7. List the name, address, and contact information for any individual, corporation, partnership, or other business entity that has any ownership interest in the entity seeking a license. Attach a separate sheet, if necessary.
  - a. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, state, zip \_\_\_\_\_  
Phone number (        ) \_\_\_\_\_
  - b. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, state, zip \_\_\_\_\_  
Phone number (        ) \_\_\_\_\_
  - c. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, state, zip \_\_\_\_\_  
Phone number (        ) \_\_\_\_\_

8. List the name, address and contact information for the controlling person, as defined in LA R.S.

37:3415.2.

Name \_\_\_\_\_

Address \_\_\_\_\_

City, state, zip \_\_\_\_\_

Phone number (        ) \_\_\_\_\_

9. Has any owner or controlling person for the entity seeking a license been licensed or registered to act as a real estate appraiser, real estate broker or salesperson (agent), mortgage broker, or mortgage originator in Louisiana or any other state?     Yes     No

List each state:    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

Attach a separate sheet if necessary.

10. Has a real estate appraiser, appraisal management company, real estate broker or salesperson (agent), mortgage broker, or mortgage originator license or registration issued by Louisiana or another state to an owner or controlling person for the entity seeking a license been refused, denied, suspended, canceled, or revoked?

Yes     No    If yes, attach a detailed letter of explanation.

11. Has any owner or controlling person for the entity seeking a license ever been convicted, pled guilty or nolo contendere to any the crimes of forgery, embezzlement, obtaining money under false pretenses, larceny, extortion, conspiracy to defraud, theft or any crime of moral turpitude?

Yes     No    If yes, attach a detailed letter of explanation.

12. Has any owner or controlling person for the entity seeking a license ever been convicted, pled guilty or nolo contendere to any felony crime in any court of competent jurisdiction?

Yes     No    If yes, attach a detailed letter of explanation.

By signature below, I attest that I am the authorized signatory for the entity seeking a license, and I hereby certify, acknowledge, and agree that the following statements are true and correct:

13. The entity seeking a license has a system and process in place to verify that a person being added to the appraiser panel of the AMC holds an appraisal license in good standing pursuant to R. S. 37:3391 et seq. (Louisiana Real Estate Appraiser License Law)

14. The entity seeking a license has a system in place to review the work on a periodic basis of all independent appraisers that are performing real estate appraisal services for the entity seeking a license to ensure that the real estate appraisal services are being conducted in accordance with the Uniform Standards of Professional Appraisal Practice.

15. The entity seeking a license maintains a detailed record for five years of each real estate appraisal service request that it receives, including the fee paid by the lenders to all appraisers for all real estate appraisal services and the names of all appraisers or entities that perform real estate appraisal services for the entity seeking a license.

16. I acknowledge that I have read the Appraisal Management Company Licensing and Regulation Act and will comply with all provisions contained therein.

17. I agree to comply with all provisions contained within the rules and regulations of the Louisiana Real Estate Appraisers Board, as they are promulgated.

18. I agree to update the information contained in this application should any material changes occur.

**ACKNOWLEDGMENT AND APPOINTMENT OF AGENT FOR SERVICE OF PROCESS**

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned individual personally appeared and did declare and acknowledge that he/she signed the foregoing instrument for the objects and purposes therein expressed, and said applicant herein being duly sworn by me, Notary, deposed and said that all and singular the facts set forth in the foregoing application are true and correct; that the undersigned individual does hereby constitute and appoint the Director of the Louisiana Real Estate Commission and his/her successors in office as his/her true and lawful agent in Louisiana upon whom all judicial and other process directed to such affiant may be served and service upon the agent so designated shall be equivalent to a personal service upon said affiant. This appointment extends to all matters arising out of or in conjunction with any real estate appraiser management company activities conducted by the affiant in the State of Louisiana. This appointment is irrevocable. **Attached is a copy of all corporation, partnership or limited liability company registrations issued by each Office of the Secretary of State where the entity seeking a license is registered.**

Signature of Affiant:

\_\_\_\_\_

Title:

\_\_\_\_\_

For:

\_\_\_\_\_

STATE OF \_\_\_\_\_

PARISH/COUNTY OF \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_

Notary Public

My Commission expires \_\_\_\_\_.