



Arkansas Appraiser Licensing and Certification Board
101 East Capitol, Suite 430
Little Rock, AR 72201
www.arkansas.gov/alcb
501-296-1843

FORM EX-207

Application Received:
Received by:
Credential number:
Process Date:
Processed by:

FOR BOARD USE ONLY

APPRAISER LICENSURE/CERTIFICATION EXAMINATION APPLICATION

This information constitutes part of the licensure/certification application process for those candidates wanting to take the Arkansas AQB approved Licensed or Certified Real Property Appraiser Examination.

Full Legal Name: Last, First, Middle Name

Any Other Name(s) Known As:

Work Phone: () Cell: ()

Business Address: Street Address

City, State, Zip

E-Mail:

Please answer the following questions:

1. Yes or No Have you ever been registered, licensed, or certified in another state as an appraiser? If your answer is yes, follow the directions below:

If yes, what state or states

Under what name:

2. Yes or No Have you ever held or do you hold a state registration, appraiser license, or certification in Arkansas?

If yes, give your registration, license or certification number:

Under what name(s):

3. ____ Yes or ____ No Have you ever (1) been convicted of or pled guilty or *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 granted first offender treatment upon being charged with any criminal offense; (3) been placed on probation, community supervision, or deferred adjudication; or (4) are there any criminal charges pending against you? If marked yes, submit copies of all indictments, information, judgments, orders and charges, and a written explanation.

4. Test (Check One) _____ State Licensed
 _____ State Certified Residential
 _____ State Certified General

TEST ADMINISTRATION: After the personal interview and Board approval to test, applicants will be provided the appropriate information for contacting the exam administrator to individually schedule the exam.

FEES:

A. \$100.00 Application Fee (can be personal or business check made payable to the Arkansas Appraiser Licensing Board.) This fee will be deducted from your new credential fees should you pass the exam. You will owe the difference upon passing. This fee is paid by any State Registered appraiser testing for any licensetype.

B. \$50.00 Upgrade Fee is paid by any State Licensed or Certified Residential appraiser submitting to upgrade his or her credential type.

CERTIFICATION:

I certify that I have read and understand this application and that the answers given herein are true, correct and complete. I will furnish all additional information or documentation requested by the Arkansas Appraiser Licensing and Certification Board (AALCB) 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 credential.

I certify that I have completed all the following requirements for the credential type checked in question number 4 above. I have provided the Board office with all of the qualifying education completion certificates required, logs reflecting the appropriate number of experience hours, logs appropriately signed and dated by my qualified supervisor, and logs reflecting experience hours completed covering the appropriate minimum time frame. I understand that I will not be allowed to interview unless all of the requirements are completed.

I certify that I understand and give consent for a state criminal background check performed by the Identification Bureau of the Department of Arkansas State Police and a national fingerprint-based criminal background check performed by the Federal Bureau of Investigation (FBI) in compliance with federal law and regulations to be completed. A copy of the Noncriminal Justice Applicant's Privacy Rights is a part of this application.

I agree that the Board may send all notices and communications concerning my credential to my email address on file with the board.

I certify that I am the person whose name and address appear on this application, and certify that all information which I have given on this application form and accompanying documents is true, correct, and complete.

Applicant's Signature

Date

I, the undersigned notary public, certify that the above named individual appeared before me in person and acknowledged signing the foregoing instrument for the purposes therein set forth on this the _____ day of (month) _____, 20 _____.

Notary Public Signature

State of: _____

County of: _____

My Commission expires: _____

Arkansas Appraiser Licensing & Certification Board

Noncriminal Justice Applicant's Privacy Rights

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for a job or license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below.

- You must be provided written notification¹ that your fingerprints will be used to check the criminal history records of the FBI.
- If you have a criminal history record, the officials making a determination of your suitability for the job, license, or other benefit must provide you the opportunity to complete or challenge the accuracy of the information in therecord.
- The official must advise you that the procedures for obtaining a change, correction, or updating of your criminalhistory record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct the record (or decline to do so) before the officials deny you the job, license, or other benefit based on information in the criminal history record.²

You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulations or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³

If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <http://www.fbi.gov/about-us/cjis/background-checks>.

If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34).

¹Written notification includes electronic notification, but excludes oral notification.

²See 28 CFR 50.12(b).

³See 5 U.S.C. 552a (b); 28 U.S.C. 534(b); 42 U.S.C. 14616, Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d)