



## Montana Board of Real Estate Appraisers

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## Licensing Requirements and Application Checklist Licensed Residential Appraiser by Reciprocity

### **License Requirements for Licensed Residential Appraiser by Reciprocity**

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. Be of good moral character – [MCA [37-54-202\(1\)\(a\)](#)]
2. Have an active license in good standing, as shown on the ASC national appraiser registry, from a state that has:
  - a. licensing requirements that meet or exceed those in Montana, and
  - b. a rating above a "poor" for compliance with Title XI of FIRREA as determined by ASC
3. Be listed as AQB compliant with CE on the ASC national appraiser registry – [ARM [24.207.502\(4\)](#)]
4. Submit fingerprints for the purpose of a fingerprint and background check – [MCA [37-54-202\(3\)](#)]

### **Checklist of Required Documents to Submit for Application for Licensed Residential Appraiser by Reciprocity**

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Appraiser license the applicant holds or has ever held from another state or jurisdiction will be verified on the National Registry.
- Fingerprint Background Check
- Noncriminal Justice Applicants Rights form
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).

### **Application Fee(s) for Licensed Residential Appraiser by Reciprocity**

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$515 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.



If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.