

Board of Real Estate Appraisers  
301 South Park  
PO Box 200513  
Helena MT 59620-0513  
(406) 444-6880

RENEWAL APPLICATION

License No	
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<input type="checkbox"/> Check For New Name or Address. Indicate any changes below.
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Name			
Address			
City	State	Zip Code	
Country		Email	
ACTIVE \$490.00	TRAINEE \$400.00	Phone #	
INACTIVE \$265.00			

Your Montana Real Estate Appraiser license will expire on March 31  
**TO RENEW YOUR LICENSE ONLINE GO TO: [www.realestateappraiser.mt.gov](http://www.realestateappraiser.mt.gov)** (Online transactions must be completed no later than 11:59 PM, Mountain Time on the renewal deadline date. Failure to complete the transaction by 11:59 PM, will result in the addition of a late fee.) **OR**

- 1) Answer the **continuing education** and **disciplinary** questions at the bottom of the form.
- 2) Submit a check or money order for the correct amount, made payable to the Board of Real Estate Appraisers. Do not send cash. Canadian and foreign residents pay in U.S. funds only.
- 3) Renewals with a U.S. Postal Service postmark after March 31 will be assessed a late fee increasing the total due for active licensees to **\$940.00** and inactive licensees to **\$490.00**.
- 4) A licensed or certified appraiser can place their license or certification in an inactive status by: (1) notifying the board in writing; (2) inactive licensees must pay their inactive fee annually to avoid license lapse and termination; (3) inactive licensees must not appraise real property or sign appraisal reports while their license is on inactive status.
- 5) A license or certificate that is not renewed within 2 years of the most recent renewal date automatically terminates.

**INCOMPLETE OR UNSIGNED RENEWAL FORMS WILL NOT BE PROCESSED AND WILL BE RETURNED** If your renewal is returned as incomplete, it must be resubmitted to the Board office, postmarked prior to March 31 to avoid the late renewal fee.

**CONTINUING EDUCATION:** I understand I have a recurring duty to comply with continuing education, certification, or other requirements established by ARM 24.207.2101 and that I may be audited for compliance with these requirements. I understand my license may be subject to disciplinary action, or administratively suspended until I meet the requirements of the rule stated above.

YES NO HAVE ANY LEGAL OR DISCIPLINARY ACTIONS BEEN INSTITUTED AGAINST YOU OR ANY OF YOUR PROFESSIONAL LICENSES SINCE EITHER YOUR INITIAL LICENSURE IN MONTANA OR SINCE YOU RENEWED YOUR LICENSE, WHICHEVER OCCURRED LATEST? If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

I certify that I have read this application and the above information is true and correct, and I have complied with all license requirements.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT SEND CASH**