REAL ESTATE APPRAISERS COMPLAINT FORM/INSTRUCTIONS

In accordance with Chapter 20.7 of Title 5 of the R.I. General Laws, in order for the Rhode Island Department of Business Regulation, Division of Commercial Licensing and Racing and Athletics, Real Estate Appraisers Section, to process a real estate complaint for the Real Estate Appraisers Board, it is required that you complete the complaint form attached in its entirety.

The Department of Business Regulation or the Real Estate Appraisers Board does not have the power or authority to provide you with any type of monetary remedy and/or award even in the event that you prevail and prove the facts surrounding your complaint. Neither the Department nor the Board can provide legal advice or act as your attorney. Also, your complaint may become a public record, and a copy of it will be given to the Real Estate Appraiser licensee complained against. The sole power of this Department is to suspend, and/or revoke the license of a real estate appraiser, or impose an administrative fine/penalty if the factual basis of your complaint constitutes a violation of the law and/or the Rules and Regulations – Commercial Licensing Regulation 10 – Real Estate Appraisers.

After you have submitted all forms and documentation to the Board in its appropriate form, the Board will review your complaint to determine whether or not there are sufficient facts in order to proceed with its formal complaint hearing process. In the event the Board determines there are insufficient facts or allegations contained in your complaint, you will be notified in writing.
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Please attach a detailed written statement of the basis of your complaint. Furnish copies of all documents pertaining to your complaint (copy of appraisal report, contacts, letters, etc.).

COMPLAINANT: INDIVIDUAL INITIATING COMPLAINT.

Name: ______________________________________________________________________
Address: ____________________________________________________________________
Phone Number: _____ / ______ / _______ Email: ________________________________

RESPONDENT: APPRAISER LICENSEE COMPLAINT IS AGAINST.

Licensee Name: ____________________________ RI License No.: ______________________
Company Name: ______________________________________________________________
Address: ____________________________________________________________________
Phone Number: _____ / ______ / _______ Email: ________________________________

Physical address of appraised property: ___________________________________________  
____________________________________________________________________________

Is there a pending or completed lawsuit regarding your complaint?  □ Yes  □ No
Have you consulted an attorney regarding your complaint? □ Yes  □ No
If “Yes,” please provide his/her contact information:
   Attorney Name: ________________________________
   Email Address: ________________________________

The undersigned swears to, or affirms the truth and accuracy of all statements, answers, representation and allegations contained herein, including all statements hereto attached.

Signature: ________________________________  Date: ______________________