



State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION
 1511 Pontiac Avenue, Bldg. 69-1
 Cranston, Rhode Island 02920

Division of Commercial Licensing

APPRAISAL MANAGEMENT COMPANY (AMC) RENEWAL APPLICATION

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|---|-------------------------------------|-------------------|
| REQUIREMENTS <i>(All checks and money orders are to be made payable to the RI General Treasurer)</i> | | |
| <ul style="list-style-type: none"> • Renewal Registration Fee - \$500.00 • AMC Federal Registration Fee - \$25 x _____ (No. of independent appraisers who have performed an appraisal for the AMC since the initial license date) • A current list of all Rhode Island Independent Fee Appraisers on the AMC's panel • A current 7-hr. USPAP certificate for any employee of the AMC who has the responsibility to review the work of the Independent Fee Appraisers. | | |
| APPRAISAL MANAGEMENT COMPANY | | |
| Name of Company: | | Registration No.: |
| Mailing Address: | | |
| City: | State: | Zip Code: |
| Business Address (if different than mailing address) | | |
| City: | State: | Zip Code: |
| Phone Number: | FEIN (Or SSN for a Sole Proprietor) | |
| Email Address: <i>(Mandatory)</i> | | |
| CONTROLLING PERSON | | |
| 1. Since the initial license date, has there been a change in the Controlling Person? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please complete and submit a Change of Controlling Person Form. | | |
| 2. Is the Controlling Person an active real estate appraiser? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please provide a copy of the certificate of completion for the current 7 hr. USPAP Update Course. | | |
| 3. Since the initial license date, has the AMC Controlling Person been convicted or pled nolo contendere to any felony or misdemeanor in this state or any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please attach a detailed explanation. | | |
| RENEWAL DISCLOSURES | | |
| 1. Since the initial license date, has the AMC had a registration denied, suspended or revoked, in this state or any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please attach a detailed explanation. | | |
| 2. Since the initial license date, has the AMC changed any of its Owners/Officers/Employee-in-charge or Managing Principals? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please complete and submit an Attestation Form. | | |
| 3. Since the initial license date, have any the AMC's Owners/Officers/Employee-in-charge or Managing Principals been convicted or pled nolo contendere to any felony or misdemeanor in this state or any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No If, 'Yes' please attach a detailed explanation. | | |

ATTESTATION(S) & SIGNATURE**Tax Payer Status**

Pursuant to R.I. Gen. Laws, Chapter 5-79, as amended, any person applying for or renewing any license, permit, or other authority to conduct a business or occupation within Rhode Island must have filed all required state tax returns and paid all taxes due to the state or must have entered into a written agreement to pay delinquent state taxes that is satisfactory to the Tax Administrator.

Have you filed all required Rhode Island State tax returns, and have you paid all taxes owed? **Yes** **No**

Renewal Attestation

The Appraisal Management Company (AMC) certifies that the following systems and processes are in place: **Yes** **No**

- a. To verify that any appraiser added to the AMC's appraiser panel holds a license/certification in good standing to perform appraisals in RI.
- b. To periodically perform quality assurance reviews of independent fee appraisers' work to ensure compliance with USPAP.
- c. To maintain detailed records of each service request that the AMC received for five (5) years.
- d. To ensure that any appraiser selected to perform an appraisal assignment is independent of the transaction, has the requisite experience, expertise, and education necessary for the property type.
- e. To ensure all appraisal services provided are in compliance with §129E of the Truth in Lending Act, 15 U.S.C. § 1639E.
- f. To ensure that any employee who has the responsibility to review the work of independent fee appraisers has a current USPAP certification.

I swear, under penalty of perjury that the information provided in connection with this application is true to the best of my knowledge, with the understanding that any omissions, inaccuracies or failure to make full disclosures may be deemed sufficient reason to deny licensure by the Rhode Island Department of Business Regulation.

Signature of Controlling Person

Date of Signature (MM/DD/YY)