



NEBRASKA REAL PROPERTY APPRAISER TEMPORARY CREDENTIAL

SCOPE OF PRACTICE

A temporary credential issued under this section is expressly limited to a grant of authority for nonresidents of the State of Nebraska to engage in real property appraisal practice required for an assignment in this state. Each temporary credential expires upon the completion of the assignment or upon the expiration of a period of six months from the date of issuance, whichever occurs first. A temporary credential may be renewed for one additional six-month period.

QUALIFICATIONS

A nonresident (legal residency or place of domicile is located outside of the State of Nebraska) currently credentialed to engage in real property appraisal practice concerning real estate and real property under the laws of another jurisdiction may obtain a temporary credential as a licensed residential real property appraiser, a certified residential real property appraiser, or a certified general real property appraiser to engage in real property appraisal practice in this state. The credential status of an applicant, including current standing and any disciplinary action imposed against his or her credentials, will be verified through the Appraiser Registry of the Appraisal Subcommittee of the Federal Financial Institutions Examination Council.

STEPS TO CREDENTIALING

1. Complete and submit an application on a form approved by the Board, along with the appropriate fee stated on the application (the form is found on the Board's website at: https://appraiser.ne.gov/Appraiser_Credentialing/). The following information will be required:
 - a. A recent passport type photo (copy of driver's license photo will meet this requirement).

- b. A letter of engagement or a contract indicating the location of the real property appraisal practice assignment and property type (Location is required to be a street address, complete legal description, or county assessor's parcel ID number and county in which the parcel is located). If this information is not included in the letter of engagement, attach confirmation from the client, in the form of an email or other document, of the address(es), complete legal description(s), or county assessor's parcel ID number and county in which the parcel is located; and the property type. If the location is specified by county assessor's property ID number(s), the name(s) of the county or counties in which the real property is located is/are required to be included.
 - c. Answers to questions regarding any disciplinary action or pending disciplinary proceedings, along with supporting documentation.
- 2. Application will be reviewed for completeness. If all requirements are met, and all documents have been received, a temporary credential to engage in real property appraisal practice for the assignment specified in the letter of engagement or contract will be issued within two (2) business days. Any application received at the Board's office considered to be incomplete will not be processed, and may be returned to the applicant. If requirements are not met, disciplinary action not previously reviewed by the Board is reported, or responses to disciplinary questions do not match information found in the ASC Appraiser Registry, the Director may determine that the application will be placed on the agenda for the next regular Board meeting for review. In that case, the applicant will be notified of the date of the scheduled Board review and of the deadline for submission of any additional response, information, or documentation requested to assist the Board in their review of the application. The Board typically meets on the third Thursday of each month and, generally, the deadline for additions to the agenda is thirteen (13) days before the meeting.
 - 3. In the event an application is denied by the Board, or the applicant withdraws the application, the \$70.00 credentialing fee will be refunded. The \$120.00 application fee is not refundable. The applicant will be sent a W-9 to complete and return in order for staff to process the refund.