



301 Centennial Mall South, First Floor
PO Box 94963
Lincoln, NE 68509-4963
https://appraiser.ne.gov/
402-471-9015

Check Number:
Receipt Number:
For Board Use Only

APPLICATION FOR NEBRASKA REAL PROPERTY APPRAISER TEMPORARY CREDENTIAL

A nonresident currently credentialed to engage in real property appraisal practice under the laws of another jurisdiction may obtain a temporary real property appraiser credential to engage in real property appraisal practice in this state.

TEMPORARY CREDENTIAL TOTAL FEE DUE: \$150

SELECT TYPE OF CREDENTIAL: [ ] CERTIFIED GENERAL [ ] CERTIFIED RESIDENTIAL [ ] LICENSED RESIDENTIAL

APPLICATION INFORMATION

Subject Property Location (Address(es) or Legal Description(s):

Subject Property Type(s):

Date of Application: Date of Birth:

Name: Last First Middle

Business Name:

Principal Place of Business Address: PO Box or Street Number City State Zip Code + 4

Principal Business Email Address Business Area Code + Phone Number

Secondary or Residential Address, if different: PO Box or Street Number City State Zip Code + 4

Email Address Area Code + Phone Number

Mail communications from the Board will be sent to the Business Address given.

Preferred Method of Communication:

Primary Jurisdiction of Practice:

Credential Number:

Initial Status Date of Credential:

Date of Expiration:

## DISCIPLINARY QUESTIONS

1. Have you ever been convicted of a felony, including a conviction based upon a plea of guilty or nolo contendere?  
 YES  NO  
*If your answer to No. 1 above is yes, have your civil rights been restored?*  
 N/A  YES  NO
2. Have you been convicted of any crime of fraud, dishonesty, breach of trust, money laundering, misrepresentation, or deceit, including a conviction based upon a plea of guilty or nolo contendere involving real estate, financial services, or real property appraisal practice within the five-year period immediately preceding the date of application?  
 YES  NO
3. Have you been convicted of any crime related to the qualifications, functions, or duties of a real property appraiser within the five-year period immediately preceding the date of application, including a conviction based upon a plea of guilty or nolo contendere?  
 YES  NO
4. Have any civil judicial actions, including dismissal with settlement, in connection with real estate, financial services, or real property appraisal practice been brought against you within the five-year period immediately preceding the date of application?  
 YES  NO
5. Are there any criminal charges pending against you at this time, or have you been convicted of a misdemeanor criminal offense within the five-year period immediately preceding the date of application?  
 YES  NO
6. Have you surrendered a Nebraska appraiser credential, or an appraiser credential, or any other registration, license, or certification, issued by any other regulatory agency or held in any other jurisdiction, in lieu of disciplinary action pending or threatened within the five-year period immediately preceding the date of application? **Please note that you are required to disclose any action, even if it has been previously disclosed on an application for this agency. Failure to disclose this may result in a delay in processing of your application.**  
 YES  NO
7. Has your Nebraska appraiser credential, or your appraiser credential or any other registration, license, or certification issued by any other regulatory agency or held in any other jurisdiction, been revoked or suspended within the five-year period immediately preceding the date of application? **Please note that you are required to disclose any action, even if it has been previously disclosed on an application for this agency. Failure to disclose this may result in a delay in processing of your application.**  
 YES  NO
8. Has disciplinary action been taken against your appraiser credential or any other registration, license, or certification issued by any regulatory agency or held in any jurisdiction within the five-year period immediately preceding the date of application? **Please note that you are required to disclose any action, even if it has been previously disclosed on an application for this agency. Failure to disclose this may result in a delay in processing of your application.**  
 YES  NO
9. Are disciplinary proceedings pending against you or are you currently under investigation by any regulatory agency in Nebraska or in any other jurisdiction?  
 YES  NO

*If you answered yes to any of the above questions 1 through 9, provide a brief statement on a separate sheet that includes all significant details, the circumstances surrounding the matter, the name of any persons involved, and resolution or conviction. Provide copies of all official records related to the matter, including convictions, orders, and/or settlement agreements. Provide this information even if you have previously provided it with an application to this agency. 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.*

## APPLICATION CHECKLIST

Include the following items with your completed application:

- Completed application form.
- Check or money order for \$150: non-refundable \$100 application fee and \$50 credentialing card fee.
- Recent passport type photo (Copy of driver's license will meet the requirement.).
- Letter of engagement or contract **indicating location(s) and property types of the real property appraisal practice assignment** (location should be a street address, complete legal description, or assessor's parcel ID number and name of county in which the property is located).

***I hereby attest that I have included all required materials and completed the submitted application in its entirety. I understand that, should my application be found to be incomplete, it will not be processed and may be returned to me.***

Print Name: \_\_\_\_\_  
Last First Middle

\_\_\_\_\_  
Applicant's Signature Date



## UNITED STATES CITIZENSHIP ATTESTATION FORM

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

I am a citizen of the United States of America

**OR**

I am a qualified alien under the federal Immigration and Nationality Act, 8 U.S.C. 1101 et seq., am lawfully present in the United States, and have included a copy of my USCIS documentation with this application.

Immigration Status: \_\_\_\_\_

Alien Number: \_\_\_\_\_

**OR**

I am not a citizen of the United States of America and I am not a qualified alien under the federal Immigration and Nationality Act. I am described in section 202(c)(2)(B)(i) through (x) of the federal REAL ID Act of 2005, Public Law 109-13, have demonstrated lawful presence pursuant to section 4-108, and I am eligible to obtain a credential as a real property appraiser.

If I am not a citizen of the United States of America and I am not a qualified alien under the federal Immigration and Nationality Act:

- I understand that I must submit (i) an unexpired employment authorization document issued by the United States Department of Homeland Security, Form I-766, and (ii) documentation issued by the United States Department of Homeland Security, the United States Citizenship and Immigration Services, or any other federal agency, such as one of the types of Form I-797 used by the United States Citizenship and Immigration Services, demonstrating that I am described in section 202(c)(2)(B)(i) through (x) of the federal REAL ID Act of 2005, Public Law 109-13, have demonstrated lawful presence pursuant to Neb. Rev. Stat. § 4-108, and am eligible to obtain a real property appraiser credential.
- I understand that such credential shall be valid only for the period of time during which my employment authorization document is valid, and that my employment authorization document shall be verified through the Systematic Alien Verification for Entitlements Program operated by the United States Department of Homeland Security or an equivalent program designated by the United States Department of Homeland Security.

***I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States of America.***

Print Name: \_\_\_\_\_

Last

First

Middle

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**LICENSE SUSPENSION ACT, LAWS OF NEBRASKA, 1997**

**MANDATORY RELEASE OF SOCIAL SECURITY NUMBER DATA REQUIRED BY THE PRIVACY ACT OF 1974**

*Effective September 13, 1997, the Real Property Appraiser Act (Neb. Rev. Stat. § 76-2201 to 76-2250) requires the social security number of all applicants. Pursuant to the License Suspension Act (Neb. Rev. Stat. § 43-3301 to 43-3326), the Real Property Appraiser Board is required to submit this information to the Nebraska Department of Health and Human Services. Provision of this information is mandatory. The information will be used to assist authorized agencies in the enforcement of child, spousal, and medical support orders against holders of professional, occupational, and recreational licenses. Disclosure is mandatory for all individuals, regardless of whether the individual has ever been ordered to pay support.*

Social Security Number: \_\_\_\_\_

**AFFIDAVIT OF APPLICANT**

The foregoing statements are made for the purpose of procuring a temporary Nebraska Real Property Appraiser Licensed Residential credential, Certified Residential credential, or Certified General credential. I hereby consent that these statements may be used as evidence by the Real Property Appraiser Board of the State of Nebraska, or in any court in Nebraska where a violation of the said Real Property Appraiser Act is claimed, and that the application, representations, and statements made herein to procure a temporary Real Property Appraiser Licensed Residential credential, Certified Residential credential, or Certified General credential may at any time be used in evidence.

I have read and will comply with the *Uniform Standards of Professional Appraisal Practice* and the ethical rules established by the Real Property Appraiser Act. I hereby certify that I understand the types of misconduct for which disciplinary proceedings may be initiated.

I also expressly agree that the Nebraska Real Property Appraiser Board reserves the right to go outside this application for information as to my trustworthiness and competency to act as a real property appraiser in the State of Nebraska.

I also hereby authorize any agency of federal, state, or local government, consumer reporting agency, present or former employer, or any other individual, partnership, corporation, or association, in this or any other state, to furnish to the Nebraska Real Property Appraiser Board, or its representatives, any information bearing upon my reputation for honesty, trustworthiness, integrity, and competence to transact business of a real estate or real property appraiser in such manner as to safeguard the interest of the public. Such information may include, but is not limited to, records of arrests for criminal offenses, the circumstances involved in any such arrests, the suspension or revocation of any license authorizing me to engage in any profession or occupation, or the rejection of my application for such license, and the reason for such suspension, revocation, or rejection.

I understand that any temporary credential issued is expressly limited to a grant of authority to engage in real property appraisal practice required for an assignment in this state. Each temporary credential will expire 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.

I expressly agree to comply with all of the provisions of the Real Property Appraiser Act relating to the appropriate classification of credentialing. The board may, upon its own motion, and will, upon the written complaint of any aggrieved person, cause an investigation to be made with respect to an alleged violation of the act by a person who is engaged in, or who has engaged in, real property appraisal practice as a temporary credential holder, and that person will be deemed a real property appraiser within the meaning of the act.

I attest that I am at least 19 years of age.

I, \_\_\_\_\_, of \_\_\_\_\_, do hereby submit an irrevocable consent  
(Name) (City, State)

that service of process upon me be made by delivery of the process to the Director of the Nebraska Real Property Appraiser Board if the plaintiff cannot, in the exercise of due diligence, effect personal service upon me in an action in a court arising out of my real property appraisal practice.



I CERTIFY THAT THE STATEMENTS MADE IN THIS APPLICATION AND ALL ATTACHMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE NOT SUPPRESSED ANY INFORMATION THAT MIGHT HAVE A BEARING ON THIS APPLICATION.

\_\_\_\_\_  
Applicant's Signature Date

## DIRECTIONS

1. Complete entire application. If required information is not provided, application will be considered incomplete and will not be processed, and may be returned.
2. Along with the application, the following is also required to be included:
  - a. Check or money order for \$150: non-refundable \$100 application fee and \$50 credentialing card fee.
  - b. Recent passport type photo (copy of driver's license photo will meet the requirement).
  - c. Letter of engagement or contract **indicating location(s) and property types of the real property appraisal practice assignment** (*location is required to be an address, complete legal description, or assessor's parcel ID number and name of county in which the property 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) or complete legal description(s) If the location is specified by assessor's parcel ID number(s), the name(s) of the county or counties in which the real property are located is required to be included.
3. Mail application, fee(s), and supporting documentation to:  
NEBRASKA REAL PROPERTY APPRAISER BOARD  
PO BOX 94963  
LINCOLN NE 68509-4963  
Street address for FedEx or UPS is 301 CENTENNIAL MALL SOUTH, FIRST FLOOR, LINCOLN NE 68508.
4. Questions or concerns may be directed to Board staff at 402-471-9015 or [nrpab.credentialing@nebraska.gov](mailto:nrpab.credentialing@nebraska.gov).

## ADDITIONAL INFORMATION

- Per Neb. Rev. Stat. § 76-2233.01(1), 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 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.
- Each temporary credential expires upon completion of the real property appraisal practice assignment, or upon the expiration of the six-month period from the date of issuance, whichever date occurs first.
- If an extension is necessary, a request may be made to the Nebraska Real Property Appraiser Board on the form approved by the Board. A temporary credential may be renewed for one additional six-month period.
- Each person engaging in real property appraisal practice for the assignment is required to obtain a temporary credential, or be appropriately credentialed in Nebraska.
- When the real property appraisal practice assignment relates to multiple properties, if each property is listed on a separate engagement letter, separate credentials will be required.
- Application for a temporary credential is valid for one year from the date the application is submitted or upon expiration of the assignment specified within the letter of engagement, whichever occurs first.
- Upon approval of the application, the applicant will be issued a letter notifying him or her of his or her approval as a temporary credential holder, along with the terms of the temporary credential, and a credentialing card in a form approved by the Board.
- An application may be denied at any time during the process if the applicant is found to not meet the requirements of the Real Property Appraiser Act and Title 298 of the Nebraska Administrative Code.