

REINSTATEMENT APPLICATION REAL ESTATE APPRAISER APPROVED INSTRUCTOR

Georgia Real Estate Appraisers Board
Suite 1000-International Tower
229 Peachtree Street N.E.
Atlanta, Georgia 30303-1605
(404) 656-3916

FOR OFFICE USE ONLY	
Instructor # _____	
Appraiser # _____	
PMD: _____	PI: _____
CODES: _____	

Incomplete or incorrect applications will be returned unprocessed and you will be charged a \$25.00 fee.

Instructions: Please type or print your responses to the information requested on this application. Refer to Chapter 539-5, Standards for Appraiser Course Instructors, for the requirements for renewal of the approval to teach appraiser classification courses. Attach additional pages if necessary.

Fee: Reinstatement fee of \$50.00, plus \$100.00 renewal fee for each year or portion of year since approval lapse.

SECTION I – Instructor Information

Name: _____

Residence Street Address: _____

City: _____ State: _____ Zip: _____ County: _____

Business Address: _____

City: _____ State: _____ Zip: _____ County: _____

Home Phone: _____ Business Phone: _____

Fax: _____ Email: _____

GA Appraiser Classification # _____ Classification Status: _____ Active _____ Inactive

SECTION II – Fee Calculation

\$50.00 + \$100.00 x _____ (Number of Years or Parts of Years Lapsed) = _____ Total

Submit a fee **payable to the Georgia Real Estate Appraisers Board**. You may pay with a personal, company, or business check. *The Board will not process your application without this fee.*

SECTION III – Teaching Experience

List the courses approved by this Board or any other state’s appraisal Board which you have taught in the year prior to your filing this application. Include the name of the school or organization offering the course and the number of times you have taught the course.

Course Name	Organization	# Times Taught

SECTION IV – Instructor Development and Continuing Education

List below any instructor training or development course which you completed within the prior calendar year.

Organization	Course Name	# Hours	Date

SECTION V – Notice of Convictions and Disciplinary Actions

Yes No 1. Have you ever been convicted of, pled nolo contendere to, or been granted first offender treatment upon being charged with (1) any criminal offense other than a traffic violation or (2) any traffic violation that involved driving under the influence of alcohol or drugs, homicide or feticide by vehicle, fleeing the scene of an accident, attempting to elude a police officer, or impersonating a law enforcement officer?

Yes No 2. Have you ever been disciplined by the Georgia Real Estate Appraisers Board or any state or federal licensing agency or authority which regulates any profession? (Disciplinary actions include, but are not limited to, such actions as a reprimand, a suspension, a revocation, a fine or any restriction or special requirements placed on your right to operate as a licensee.)

If you answered **YES** to question 1 above, attach a certified copy of **a)** the citation, accusation, information, or indictment that led to the conviction and **b)** a certified copy of the sentence of every conviction. Obtain certified copies from the Clerk of Court in the county in which each conviction occurred. If you have answered **Yes** to question 2 above, for every disciplinary action attach **a)** a certified copy of the final order of the licensing agency that imposed the disciplinary action and **b)** any allegations that preceded the final order. Obtain certified copies from the agency that imposed the disciplinary action. You must also attach an explanation of the circumstances surrounding every conviction and sanction and three letters of recommendation. **FAILURE TO SUPPLY ALL OF THESE DOCUMENTS WILL DELAY THE PROCESSING OF YOUR APPLICATION.**

SECTION VI – Lawful Presence Verification Information – Everyone must provide this information!

Attach a Secure and Verifiable Document & a Notarized Affidavit as Detailed in the Lawful Presence Verification form on our web site at www.grec.state.ga.us

SECTION VII - Sign and Date this Application

I, the undersigned applicant, do hereby certify that all of the information given in this application is true to the best of my knowledge and belief.

SIGNATURE: _____ DATE: _____