

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**SOUTH DAKOTA APPRAISERS CERTIFICATION PROGRAM**

308 S. Pierre St. , Pierre SD 57501  
Tel: 605.773.4608 dlr.sd.gov/appraisers

**2018 RENEWAL APPLICATION**  
**FOR STATE CERTIFIED, LICENSED OR REGISTERED APPRAISER**

INSTRUCTIONS: (Please type or print)

**DO NOT WRITE IN THIS SPACE**

1. Complete the information requested below and obtain notarization.
2. Attach a check or money order payable to the Appraiser Certification Program
3. All fees are non-refundable.
4. Renewals received 10/1/18 and after are subject to a \$25.00 per month penalty fee.

Date Application Recd \_\_\_\_\_  
Date Application Approved \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Authorized Signature \_\_\_\_\_

Check (✓) the type of appraiser license/certificate that you are applying for renewal, and complete the appropriate application sections.  
All applicants must complete the "Applicant Data" section below.

**SPECIFIC CERTIFICATE/LICENSE RENEWAL**

State Certified General Appraiser	Fees: Annual	\$350.00		
	National Registry	40.00		
	<b>TOTAL</b>			<b>-----\$390.00</b>
State Certified Residential Appraiser	Fees: Annual	\$335.00		
	National Registry	40.00		
	<b>TOTAL</b>			<b>-----\$375.00</b>
State Licensed Appraiser	Fees: Annual	\$325.00		
	National Registry	40.00		
	<b>TOTAL</b>			<b>-----\$365.00</b>
State Registered Appraiser	Fees: Annual	\$175.00		
	<b>TOTAL</b>			<b>-----\$175.00</b>
Inactive-----	Fees: State Certified General	\$350.00	State Licensed	\$325.00
	State Certified Residential	\$335.00	State Registered	\$175.00

**APPLICANT DATA (MUST BE COMPLETED BY ALL APPLICANTS - TYPE OR PRINT IN INK on line above EACH ENTRY)**

CURRENT CERTIFICATE NUMBER \_\_\_\_\_

Applicant Name (Last, First, Middle) \_\_\_\_\_ Date of Birth (Month, Day, Year) \_\_\_\_\_

Name as You Wish It to Appear on Your Certificate \_\_\_\_\_ Residence County \_\_\_\_\_

Resident Address (Street/P.O. Box, City, State, Zip Plus 4) \_\_\_\_\_ Home Telephone Number \_\_\_\_\_

Business Name \_\_\_\_\_ Business Telephone Number \_\_\_\_\_

Business Address (Physical) Include City, State, Zip Plus 4 \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Business Address (Mailing) Include City, State, Zip Plus 4 \_\_\_\_\_ Social Security Number \_\_\_\_\_

Driver License Number & State of Issuance \_\_\_\_\_

(Continued on Next Page)

**Please check (√) either yes or no for each question in the appropriate section below. (All applicants must complete.)**

1. Have you ever had a real estate appraiser certificate or license **disciplined** with suspension, censure, reprimand, revocation, probation or any other method of discipline **in South Dakota or any other state or jurisdiction?**      yes      no    If yes, give a **detailed** explanation.
2. Have you ever been denied an appraiser certificate or license in South Dakota or any other state or jurisdiction?      yes      no
3. Are there any investigations, complaints, or disciplinary action **currently pending against you** as a real estate **appraiser** or as a licensee or certificate holder in **another regulated occupation, trade, or profession**, in South Dakota or in any other state or jurisdiction?  
yes      no
4. **Have you ever been disciplined** with suspension, denial, censure, reprimand, revocation, probation or any other method of discipline of a certificate or license **by another regulated occupation, trade, or profession (other than appraising)** in this state or another state or jurisdiction?      yes      no
5. Have you ever been convicted or found guilty of **any** criminal offense other than a traffic violation? (i.e., DUI, disorderly conduct, simple assault, failure to show financial responsibility, etc.)      yes      no
6. Have you ever been convicted or pled guilty or nolo contendere to a misdemeanor involving moral turpitude or to a felony before a court of competent jurisdiction in this or any other state?      yes      no
7. Do you hold a real estate **appraiser** license or certificate in another state?      yes      no    If **yes**, give **state(s)** and **license or certificate number(s)**.
8. Do you have a South Dakota Real Estate Commission broker license?      yes      no    If **yes**, give **license or certificate number**.

**If you answered "yes" to any of the questions 1 through 6, attach a thorough explanation.**

**AFFIDAVIT**

I hereby state that I have fully read and understand the questions presented in this application and have answered them truthfully and completely. I affirm that I have read and agree to comply with all provisions of the South Dakota Appraiser License laws and rules. I acknowledge that my failure to make a full and accurate disclosure of any information called for herein may result in the denial of my application. I further acknowledge that any license or certificate I may obtain on the basis of this application may be revoked or suspended for my failure to disclose full and accurate information herein.

I will furnish additional information or documentation as may be deemed necessary by the South Dakota Department of Labor and Regulation for the verification of the information I have disclosed in this application.

I will not hold myself out as a state certified general appraiser, state certified residential appraiser, state licensed appraiser, or state registered appraiser until the license or certificate authorizing me to do so is in my possession.

I hereby declare under penalty of perjury that the foregoing answers and statements are true and correct.

\_\_\_\_\_  
Signature of Applicant (Must be signed in presence of Notary)

\_\_\_\_\_  
Date of Signature

**NOTARY PUBLIC  
EMBOSSER SEAL OR  
RUBBER STAMP**

SUBSCRIBED AND SWORN BEFORE ME, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Commission Expires

\_\_\_\_\_  
Notary Public Name (Typed or Printed)

This completed renewal application together with the appropriate renewal fees should be submitted to:

**Department of Labor & Regulation, Appraiser Certification Program, 308 S. Pierre Street, Pierre, SD 57501-3137**

