APA-1

TRANSMITTAL SHEET FOR NOTICE OF INTENDED ACTION

Control: 780

Department or Agency: Alabama Real Estate Appraisers Board

Rule No.: 780-X-18-.07

Rule Title: AMC Renewal Application

Intended Action: Repeal and Replace

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety?	Yes
Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare?	Yes
Is there another, less restrictive method of regulation available that could adequately protect the public?	No
Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved?	No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule?	NA
Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public?	Yes
Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule?	No

---

Does the proposed rule have an economic impact?	No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer: *Lisa Brooks*

Lisa Brooks

Date: Wednesday, September 17, 2025

REC'D & FILED

SEP 17, 2025

LEGISLATIVE SVC AGENCY

APA-2

ALABAMA REAL ESTATE APPRAISERS BOARD

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Real Estate Appraisers Board

RULE NO. & TITLE: 780-X-18-.07 AMC Renewal Application

INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:
To amend the AMC Registration Form at the suggestion of the Appraisal Subcommittee for Title XI compliance

TIME, PLACE AND MANNER OF PRESENTING VIEWS:
Written comments may be made to P.O. Box 304355, Montgomery, AL 36130 on or before November 4, 2025 at 4:00PM

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:
Tuesday, November 4, 2025

CONTACT PERSON AT AGENCY:
Neva Conway
334-242-1308 or
neva.conway@reab.alabama.gov

Lisa Brooks

Lisa Brooks

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

~~780-X-18-.07~~ ~~AMC Renewal Application.~~

[Removed image:]

780-X-18-.07

STATE OF ALABAMA REAL ESTATE APPRAISERS BOARD
P.O. Box 304355, Montgomery, AL 36130 / 100 N. Union Street Suite 370, Montgomery, AL 36104
Phone: (334) 242-8747 / Fax: (334)242-8749 / Web: www.reab.state.aldts

APPRAISAL MANAGEMENT COMPANY RENEWAL APPLICATION

Requirements:

- This application must be typed, completed in full and mailed with the original signatures to the above address
- The renewal fee is $2,000.00 plus your ASC National Registry Fee, non-refundable and payable by business, cashier or certified check to the Alabama Real Estate Appraisers Board
- Registrations not renewed by the due date are lapsed. Reinstatement is not retroactive.
- Lapsed registration may be reinstated within six (6) months by submitting this form, renewal fee and a late filing fee of five hundred dollars ($500) for each month or part thereof that the registration is lapsed. The renewal will be processed without the addition of a late fee if it is received by the nth calendar day following the due date.

1. AMC Name:_____ Registration No:_____

2. Has main address for company changed? No Yes (complete information below)

Street Address County

City State Zip

Mailing Address City State Zip

Telephone Fax Website

3. Principal Contact: _____
Name Title Email

4. AMC Type (choose one): Single State (panel of more than 15 appraisers)
Multi-State (panel of 25 or more appraisers in two or more states)
___ Neither (can not be added to the National Registry)

5. Has Registered Agent for Service changed: No Yes
(complete information below)

Name

Mailing Address City State Zip

Telephone Fax Website

[Removed image:]

780-X-18-.07

6. REPORTING YEAR AND ASC NATIONAL REGISTRY FEE

Annual ASC National Registry Fee based on year ending 90 days before expiration of current registration:

Beginning Date of Reporting Year _____ Ending Date of Reporting Year: _____

Number of AMC Appraiser who have performed an appraisal for the AMC in connection with a covered transaction, in Alabama during the reporting year (Covered transaction means any consumer credit transaction secured by the consumer's principal dwelling) _____ X $25.00 = $_____ This is your National Registry Fee due

National Registry Fee	_____
Alabama Renewal Fee	$2,000.00
Total Fee Due	_____

7. CERTIFICATIONS

1) I certify that this Appraisal Management Company has a system and process in place that a person being added to the appraiser panel of the Appraisal Management Company holds a license in good standing in Alabama.

2) I certify that this Appraisal Management Company has a system in place to require that appraisers have geographic competency to perform an appraisal assignment.

3) I certify that this Appraisal Management Company has a system in place to review the work of all independent appraisers that are performing real estate appraisal services for the Appraisal Management Company on a periodic basis to validate that the real estate appraisal services are being conducted in accordance with the Uniform Standards of Professional Appraisal Practice.

4) I certify that this Appraisal Management Company has a dispute resolution in process that allows users of the appraisal report to request that the appraiser consider additional property information, provide further detail, substantiation, or explanation for the appraiser's value conclusion, or to correct errors in an appraisal report.

5) I certify that this Appraisal Management Company maintains a detailed record of each service request that it receives and the identification of the appraiser that performs the real estate appraisal services for the Appraisal Management Company.

6) I certify that this Appraisal Management Company is bonded in the amount of $25,000 pursuant to §789-X-17-.03(f), AREAB Admin. Code.

[Removed image:]

YES NO

Since your application or last renewal, has this company had a license or registration of any kind denied, restricted, suspended, placed on probation or revoked?

Since your application or last renewal, has this company changed, updated or removed any of the policies or procedures initially provided to the Board?

Since your application or last renewal, has there been a change in ownership or officers?

Has any owner of this AMC had an appraisal license refused, denied, cancelled or revoked by any state?

Are there currently any complaints pending against any owner of this AMC, in connection with an appraiser license in any state?

Has any owner of **10%** or more of this AMC been convicted of or pleaded guilty or no contest to any criminal offense in any state?

Are there currently any criminal charges now pending against any of this AMC in any state? **If**

you answered YES to any of the above questions, you must provide documentation

Does this AMC hold a Certificate of Existence issued by the Alabama Secretary of State that is in good standing?

Does this AMC have a system in place to require that appraisals are conducted independently and free from inappropriate influence and coercion as required by the appraisal independence standards?

THIS AFFIDAVIT IS TO BE EXECUTED BY APPLICANT BEFORE A NOTARY PUBLIC:

The undersigned, in making the application to the Alabama Real Estate Appraisers Board for renewal as an Appraisal Management Company under the provisions of Article 2 of the Alabama Real Estate Appraisers and Appraisal Management Company Act, swears (or affirms) that I have been designated by the Appraisal Management Company to make this application on its behalf and that all information provided in connection with this renewal application, including certifications and attachments, is true and correct to the best of my knowledge and belief, with the understanding that any omissions, inaccuracies or failure to make full disclosures may be deemed sufficient reason to deny registration or to withhold renewal of or suspend or revoke a registration issued by the Board or to assess an administrative fine of not more than Twenty-five Thousand ($25,000) Dollars.

SIGNATURE OF PRINCIPAL CONTACT: _____

Printed Name: _____ Title: _____

Sworn to and subscribed before me this __ day of _____ 20 ____

_____ _____

(Name of Notary Public, Print) (Signature of Notary Public)

Commission Expires: _____

_____ State _____

Author: Lisa Brooks, Executive Director, Alabama Real Estate Appraisers Board
Statutory Authority: Code of Ala. 1975, §34-27A-54.
History: New Rule: Filed September 28, 2016; effective November 12, 2016. **Amended:** Published September 30, 2020; effective November 14, 2020.

780-X-18-.07 AMC Renewal Application (Repealed).

[Added image:]

STATE OF ALABAMA REAL ESTATE APPRAISERS BOARD
P.O. Box 304355, Montgomery, AL 36130 | 100 N. Union Street Suite 370, Montgomery, AL 36104
Phone: (334) 242-8747 | Fax: (334)242-8749 | Web: www.reab.state.al.us

APPRAISAL MANAGEMENT COMPANY RENEWAL APPLICATION

Requirements:

- This application must be typed, completed in full and mailed with the original signatures to the above address
- The renewal fee is $2,000.00 plus your ASC National Registry Fee, non-refundable and payable by business, cashier or certified check to the Alabama Real Estate Appraisers Board
- Registrations not renewed by the due date are lapsed. Reinstatement is not retroactive.
- Lapsed registration may be reinstated within six (6) months by submitting this form, renewal fee and a late filing fee of five hundred dollars ($500) for each month or part thereof that the registration is lapsed. The renewal will be processed without the addition of a late fee if it is received by the 10th calendar day following the due date.

1. AMC Name:_____ Registration No: _____

2. Has main address for company changed? ____ No ____ Yes (complete information below)

_____
Street Address County

_____
City State Zip

_____
Mailing Address City State Zip

_____
Telephone Fax Website

3. Principal Contact: _____
Name Title Email

4. AMC Type (choose one): ___ Single State (panel of more than 15 appraisers)
___ Multi-State (panel of 25 or more appraisers in two or more states)
___ Neither (cannot be added to the National Registry)

5. If Company is not domiciled in Alabama, has Registered Agent for Service changed: ____ No ____ Yes
(if yes, complete information below)

_____
Name Mailing Address City State Zip

_____
Telephone Fax Website

(Repealed)

[Added image:]

6. **REPORTING YEAR AND ASC NATIONAL REGISTRY FEE**
Annual ASC National Registry Fee based on year ending 90 days before expiration of current registration:

Beginning Date
of Reporting Year: _____

Ending Date
of Reporting Year: _____

Number of AMC Appraiser who have performed an appraisal for the AMC in connection with a covered transaction in Alabama during the reporting year (Covered transaction means any consumer credit transaction secured by the consumer's principal dwelling)	_____	X $25.00 =	$_____	This is your National Registry Fee due

National Registry Fee $_____

Alabama Renewal Fee +_____$2,000.00

Total Fee Due $_____

7. **CERTIFICATIONS**

1) I certify that this Appraisal Management Company has a system and process in place that a person being added to the appraiser panel of the Appraisal Management Company holds a license in good standing in Alabama.

2) I certify that this Appraisal Management Company has a system in place to require that appraisers have geographic competency to perform an appraisal assignment.

3) I certify that this Appraisal Management Company has a system in place to review the work of all independent appraisers that are performing real estate appraisal services for the Appraisal Management Company on a periodic basis to validate that the real estate appraisal services are being conducted in accordance with the Uniform Standards of Professional Appraisal Practice.

4) I certify that this Appraisal Management Company has a dispute resolution in process that allows users of the appraisal report to request that the appraiser consider additional property information, provide further detail, substantiation, or explanation for the appraiser's value conclusion, or to correct errors in an appraisal report.

5) I certify that this Appraisal Management Company maintains a detailed record of each service request that it receives and the identification of the appraiser that performs the real estate appraisal services for the Appraisal Management Company.

6) I certify that this Appraisal Management Company is bonded in the amount of $25,000 pursuant to §789-X-17-.03(f), AREAB Admin. Code.

[Added image:]

YES	NO	
__	__	Since your application or last renewal, has this company had a license or registration of any kind denied, restricted, suspended, placed on probation or revoked?
__	__	Since your application or last renewal, has this company changed, updated or removed any of the policies or procedures initially provided to the Board?
__	__	Since your application or last renewal, has there been a change in ownership or officers?
__	__	Has any owner of this AMC ever had an appraisal license refused, denied, cancelled, revoked, or surrendered in lieu of revocation by any state?
__	__	Are there currently any complaints pending against any owner of this AMC, in connection with an appraiser license in any state?
__	__	Has any owner of 10% or more of this AMC been convicted of or pleaded guilty or no contest to any criminal offense in any state?
__	__	Are there currently any criminal charges now pending against any of this AMC in any state?
		*If you answered YES to any of the above questions, you must provide documentation
__	__	Does this AMC hold a Certificate of Existence issued by the Alabama Secretary of State that is in good standing?
__	__	Does this AMC have a system in place to require that appraisals are conducted independently and free from inappropriate influence and coercion as required by the appraisal independence standards?

THIS AFFIDAVIT IS TO BE EXECUTED BY APPLICANT BEFORE A NOTARY PUBLIC:

The undersigned, in making the application to the Alabama Real Estate Appraisers Board for renewal as an Appraisal Management Company under the provisions of Article 2 of the Alabama Real Estate Appraisers and Appraisal Management Company Act, swears (or affirms) that I have been designated by the Appraisal Management Company to make this application on its behalf and that all information provided in connection with this renewal application, including certifications and attachments, is true and correct to the best of my knowledge and belief, with the understanding that any omissions, inaccuracies or failure to make full disclosures may be deemed sufficient reason to deny registration or to withhold renewal of or suspend or revoke a registration issued by the Board or to assess an administrative fine of not more than Twenty-five Thousand ($25,000) Dollars.

SIGNATURE OF PRINCIPAL CONTACT: _____

Printed Name: _____ Title: _____

Sworn to and subscribed before me this _____ day of _____, 20_____

_____ _____

(Name of Notary Public, Print) (Signature of Notary Public)

Commission Expires: _____

_____ State_____

Author: Lisa Brooks, Executive Director, Alabama Real Estate Appraisers Board
Statutory Authority: Code of Ala. 1975, §34-27A-54.
History: **New Rule:** Filed September 28, 2016; effective November 12, 2016. **Amended:** Published September 30, 2020; effective November 14, 2020. **Repealed:** Published ____; effective ____.