



**Real Estate Appraiser Board  
 ACTIVATE LICENSE APPLICATION  
 No Fee Required**

This *Activate License Application* is only for **Licensed** Real Estate Appraisers.

1. Do you hold a current (unexpired) **real estate appraiser** or **trainee** license issued by the Virginia Real Estate Appraiser Board?

No  If no, you may not proceed with this application. You must renew or reinstate your license prior to this application being processed.

Yes  If yes, provide your Virginia License number below:

Virginia License Number 

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 Expiration Date \_\_\_\_\_

2. Name \_\_\_\_\_  
 Last First Middle Generation

3. Provide **one** of the following identification numbers.

Social Security Number or  Virginia DMV Control Number\* 

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\* State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the Virginia Department of Motor Vehicles.

4. Date of Birth \_\_\_\_\_  
 MM/DD/YYYY

5. Mailing Address (PO Box accepted) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 City State Zip Code

6. Street Address (PO Box not accepted)  Check here if Street Address is the same as the Mailing Address listed above.  
**PHYSICAL ADDRESS REQUIRED**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 City State Zip Code

7. E-mail Address \_\_\_\_\_

8. Contact Numbers \_\_\_\_\_  
 Primary Telephone Alternate Telephone Fax

9. Have you completed the current Continuing Education requirement set forth in 18VAC130-20-110?

No   
 Yes

10. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No   
 Yes  If yes, provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

OFFICE USE ONLY	DATE	FEE  NO FEE	TRANS CODE  3020	ENTITY #	40	FILE #/LICENSE #	ISSUE DATE
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11. Have you ever been convicted in any jurisdiction of a *misdemeanor involving moral turpitude and/or any felony*? Any guilty plea or plea of nolo contendere must be disclosed on this application.

No

Yes  If yes, list the misdemeanor and/or felony conviction(s). Attach your *original criminal history*\* record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; and any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation etc.).

*\*Original criminal history records may be obtained by contacting the Virginia state police at [www.vsp.virginia.gov](http://www.vsp.virginia.gov) or by phone at (804)674-6718. Applicants with convictions from other jurisdictions, other than Virginia; must provide an original criminal history record from each state/jurisdiction in which they have been convicted.*

12. I, the undersigned, certify that the foregoing statements and answers are true and I have not suppressed any information that might affect the Board's decision to approve this application. I will notify the Department if I am subject to any disciplinary action or convicted of any felony or misdemeanor charge (in any jurisdiction) prior to receiving my license. I also certify that I understand, and have complied with, all the laws of Virginia related to Real Estate Appraisers under the provisions of Title 54.1, Chapter 20.1 of the *Code of Virginia*, the *Real Estate Appraiser Board Regulations*, and the *Uniform Standards of Professional Appraisers Practice*.

I further attest that I am of good moral character, honest, truthful, and competent to transact the business of a licensed real estate appraiser in such a manner as to safeguard the interests of the public.

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