

**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 ☐

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	FILE #/LICENSE #	ISSUE DATE
		NO FEE	3020		40	

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, complete the [Disciplinary Action Reporting Form](#).
11. Have you ever been convicted in any jurisdiction of a **misdemeanor involving fraudulent or dishonest acts** or any **felony**? Any guilty plea must be disclosed on this application.
- No ☐
- Yes ☐ If yes, complete the [Criminal Conviction Reporting Form](#).
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*.

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