



APPRAISER REGISTRATION COVER PAGE

APPRAISER CONTACT INFORMATION

Appraiser Name (Last, First, MI)

Contact Phone

Email Address

Cell Phone

Year Licensed

COMPANY INFORMATION

Company Name

Tax ID

Primary Office
Address

Secondary Office
Address

Other Office
Locations

Business Type (Choose all that apply)

Business Type (Choose all that apply)

Business Type (Choose all that apply)

Business Organization Type

Team/Staff Contact Information

Team/Staff Contact Name

Team/Staff Email Address

Team/Staff Cell Phone Number

Administrative Email Address

Secondary Admin Email Address

Insurance Information

Errors & Omissions Policy Number

Expiration Date

Motor Vehicle Policy Number

Expiration Date

State License #1

State License Held

License Type

License Number

Expiration Date

State License #2

State License Held

License Type

License Number

Expiration Date

Coverage Area (List by County, State)

Additional comments

Appraiser Agreement

I acknowledge and certify all appraisals completed on behalf of K.M. Minemier & Associates will adhere to the following requirements:

- All appraisals completed by vendor will adhere to the Uniform Standards of Professional Appraisal Practice (USPAP) as published by the Appraiser Foundation, Appraisal Appraisal Guidelines, and further certify all appraisals prepared for K.M. Minemier & Associates will be in full compliance with these standards.
- All appraiser associates of the vendor will maintain, at a minimum, a state appraiser's license/certification.
- All appraiser associates of the vendor completing appraisals on behalf of K.M. Minemier & Associates will maintain an active status on HUD's Appraiser Roster database.

Vendor acknowledges and certifies compliance with terms stated above.

Attachments Required

In addition to this cover page please include the following attachments **in a single .pdf file** to be considered as an appraisal vendor working with K.M. Minemier & Associates, LLC.

Check List – You must include:

- Appraiser Registration Cover Page
- Executed Broker Guidelines Acknowledgment & Agreement
- Professional Resume
- Completed W-9 Form
- Errors & Omissions Insurance Declaration Page
- State License(s)

Submittal Instructions

Email completed submission package to:

assetmanagement@kmmrealty.com

Subject Line: Appraiser Submission – “Appraiser Last Name, First Name”

Example: Appraiser Submission – Smith, Robert

NOTE: If your attachment file is too large for a single email submission, you may break up your attachments into separate email submissions.

Example Appraiser Submission - Smith, Robert - EMAIL 1 of 2

" " " " EMAIL 2 of 2

