

IDAHO REAL ESTATE APPRAISER BOARD
Idaho Division of Occupational and Professional Licenses
11341 W. Chinden Blvd., Boise ID 83714 or
PO Box 83720, Boise Idaho 83720-0063
Phone: (208)-334-3233 Website: <https://dopl.idaho.gov>
E-mail: rea@dopl.idaho.gov

APPLICATION INSTRUCTIONS FOR LICENSURE BY RECIPROCITY

If you are applying for licensure by reciprocity, based on holding a current appraiser's license in another state, please complete and submit the following for review by the Idaho Real Estate Appraiser Board. (DO NOT use this form if you are not a licensed appraiser in another state).

Application Checklist for a Real Estate Appraiser License by Reciprocity:

- ___ Complete the application. Processing will be delayed for applications that do not include a social security number or other documentation required under Idaho Code § 73-122. **Incomplete applications that do not include all the items required (excluding those items that must be sent directly to our office from an issuing authority) will delay licensure.**

- ___ Proof of identification – a clear and readable color copy of a government-issued photo ID such as a passport, military ID, or valid driver's license is acceptable.

- ___ Read and sign the Consent to Service of Process and Affidavit and have your signature notarized.

- ___ Review the Idaho Real Estate Appraiser Laws and Rules and complete the open book Idaho Jurisprudence Examination. The current laws and rules are on the web at <https://dopl.idaho.gov>.

- ___ Enclose the application fee of \$200.00 and the original license fee of \$100.00 for a total of \$300.00. Please make checks and money orders payable to Idaho Division of Occupational and Professional Licenses (IDOPL). All returned checks are subject to a \$20.00 fee and the application will be invalid. **FEES ARE NOT REFUNDABLE.**

Your application will not be processed until all requested information is provided, and the Idaho Jurisprudence Examination and the required fees (\$300.00) are attached.

Other Instructions:

- If you answer Yes to question 8 or 9, regarding discipline or previous criminal charges, you must provide additional information, as indicated below each question on the application.
- All applicants must review the Idaho Laws and Rules prior to licensure. Please note that according to Idaho Code §§ 54-4103 and 54-4119, you must be licensed or certified prior to any practice or solicitation of real estate appraising in Idaho. The Laws and Rules governing Real Estate Appraiser Licensure can be viewed at <https://dopl.idaho.gov> under the Real Estate Appraisers link.
- Please be sure to keep a copy of this application for your records.

ATTENTION MEMBERS AND SPOUSES OF MEMBERS OF THE ARMED SERVICES

If you are a member of the armed forces, an honorably discharged veteran or the spouse of an active member or veteran of the military, you are entitled to certain benefits because of your service. Those benefits may include expedited processing of your application and credit for military training that is relevant to the occupational license/registration for which you are applying. For a full explanation of eligibility and a comprehensive description of benefits available, see [Idaho Code §§ 67-9401-9407](#). Additionally, active members of the military may be eligible for a waiver of renewal fees and other renewal requirements, see [Idaho Code § 67-2602A](#).

Note: The applicant's signature must be notarized. The applicants must declare the answers provided are true in front of a notary (jurat). The language "subscribed and sworn" must appear before the applicant's signature. An "acknowledgement" where the notary only verifies the identity of the applicant is not acceptable.

If the name on your application does not match the proof of age document or the transcripts, please provide proof of the name change in the form of a marriage certificate, divorce decree or court order.

I understand that by signing this form I am authorizing the release of information about me that may otherwise be protected or confidential. Upon oath I certify that: (1) I am the applicant named in and who has signed this application; (2) I am a United States citizen or a legal permanent resident or I am otherwise lawfully present in the United States; (3) I have read and will conform to the Laws, Rules and ethical requirements governing the profession for which I am seeking a license or authority to practice; (4) I acknowledge and agree the use of intentional misrepresentation or fraud in this application or violation of any Laws, Rules or ethical requirements governing the profession for which I am seeking a license or authority to practice shall constitute cause sufficient for denial, suspension, cancellation or revocation of any license or authority applied for or granted to me; (5) I will provide additional or corrected information if material changes occur which would cause responses or information provided in or with this application to be inaccurate or incomplete; (6) I authorize and direct any person, agency, firm, or other entity to release, upon the request of the Idaho Division of Occupational and Professional Licenses or its authorized representative, any information, communication, report, record, statement, disclosure, or recommendation that may have bearing on my eligibility for or maintenance of the license or authority for which I am applying and hereby release and exonerate any of them from any liability of any kind resulting from the release or collection thereof; (7) I authorize the Division of Occupational and Professional Licenses to release to any other regulatory entity in any jurisdiction any information requested about me that may otherwise be protected or confidential that may have bearing on my eligibility for or maintenance of any license or authority issued or applied for in this or any jurisdiction and hereby release and exonerate them from any liability of any kind resulting from the release thereof; and (8) every statement made and all information presented in this application and any addendum or other attachment submitted herewith is true and correct.

Signature of Applicant

State of _____, County of _____, ss.
Subscribed and sworn before me this _____ day of _____, 20 _____.

(seal)

Notary Public Official Signature
My Commission Expires _____

IDAHO REAL ESTATE APPRAISER BOARD
STATE JURISPRUDENCE EXAMINATION
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CAREFULLY READ EACH NUMBERED STATEMENT. BELOW EACH STATEMENT CHOOSE THE WORD OR PHRASE THAT MOST CORRECTLY COMPLETES THE MEANING OF THE STATEMENT. FOR EACH STATEMENT, SHADE IN BETWEEN THE BRACKETS IN FRONT OF THE WORD OR PHRASE YOU CHOOSE.

1. An Idaho Licensed Residential Appraiser may appraise:
 - a. any residence having a transaction value less than \$1,500,000.
 - b. any residential real property consisting of 1 to 6 residential units.
 - c. any single unit residence regardless of cost or complexity.
 - d. any single family residential real property having a transaction value less than \$250,000.

2. A Broker's Price Opinion is defined in part as:
 - a. a conclusion of a property's value that is prepared by a real estate associate.
 - b. a written analysis of real property value that is prepared by a real estate broker.
 - c. a written price opinion of the estimated price for a property that is prepared by a licensed real estate sales associate.
 - d. the estimated written market price of a residential property prepared by a real estate broker.

3. The purpose of the Idaho Real Estate Appraisal Law is to:
 - a. ensure that all appraisals are correct and lawful by requiring a license to practice.
 - b. allow those wishing to perform appraisals the opportunity to be professionally licensed.
 - c. provide licensure for those persons who regularly perform complex property appraisals.
 - d. safeguard life, health and property and to promote the public welfare.

4. An Appraisal is defined in part as:
 - a. a written and notarized statement of minimum value which meets U.S. guidelines.
 - b. a conclusion relating to value of identified real estate.
 - c. any document which references cost, value, quality, or utility.
 - d. the act of assuming qualifying conditions relating to the minimum acquisition price of any commodity.

5. An Idaho Certified Residential Appraiser may appraise:
 - a. any 1 to 4 family residence regardless of cost or complexity.
 - b. any multi-unit residence having a transaction value less \$1,500,000.
 - c. any 1 to 6 family residence having a transaction value less \$1,500,000.
 - d. any residential real property having a transaction value less than \$1,000,000.

6. All real estate appraisals completed in Idaho MUST:
- a. be in writing.
 - b. be in compliance with USPAP.
 - c. have all three approaches to value applied.
 - d. be physically inspected by the signing appraiser.
7. An Idaho licensed or certified Appraiser MUST:
- a. renew their license to practice as an appraiser biennially.
 - b. obtain and document continuing education as a condition of licensure.
 - c. retake the exam for licensure if a license is not renewed prior to the renewal date.
 - d. complete and submit an Experience Log to the Idaho Real Estate Appraiser Board every 5 years.
8. A Uniform Standards of Professional Appraisal Practice update course must be completed:
- a. every year.
 - b. every 2 years.
 - c. every 7 years.
 - d. only prior to receiving initial licensure or certification.
9. An Idaho Certified General Appraiser may appraise:
- a. all types of real property in Idaho.
 - b. only commercial or industrial real property.
 - c. all types of real property in any state, territory or possession of the United States.
 - d. only real property having a transaction value more than \$10,000,000.
10. The Board of Real Estate Appraisers may suspend or revoke a license or certificate for:
- a. completing the required hours of continuing education in a licensing period.
 - b. revising a completed appraisal for mistakes.
 - c. accepting an appraisal assignment contingent upon a predetermined value.
 - d. documenting that there is an agreement in place to perform specialized services for a contingent fee.

**IDAHO REAL ESTATE APPRAISER BOARD
STATE JURISPRUDENCE EXAMINATION**
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Depreciation Analysis by Extraction Method

	Comp. 1	Comp. 2	Comp. 3
Sale Price:	\$205,000	\$215,000	\$217,000
Land Value:	48,000	50,000	54,500
Improv. Contributory Value:	157,000	165,000	162,500
Sale Date:	Feb-07	Mar-07	Feb-07
Est. Reconstruction Value:	\$179,000	\$182,500	\$184,000
Improvements:			
Less Contributory Value:	_____	<u>-165,000</u>	_____
Improvements:			
Accrued Depreciation:	<u>22,000</u>	_____	_____
Percent Depreciation:	_____	_____	<u>11.68%</u>
Effective Age (years):	9	8	9
Est. Depreciation per Year:	_____%	<u>1.20%</u>	_____%
Reconciled Annual Depreciation:	_____%		

Subject Property:

Effective Age: 8 years

Subject Land Value: \$52,000

Est. Cost New, Improvements: \$183,000

Depreciation: - \$ _____

Value from Cost Approach: \$ _____

AFFIDAVIT

I hereby certify under oath that the responses provided above are my own, based on my personal review of the Idaho Laws and Rules governing the practice of real estate appraising.

Print Name

Signature of Applicant

State of _____, County of _____, ss.

Subscribed and sworn before me this _____ day of _____, 20 _____.

(seal)

Notary Public Official Signature
My Commission Expires _____

Submit all pages of this completed examination with your application.