



**STATE OF NEW HAMPSHIRE**  
**APPLICATION FOR TEMPORARY PERMIT**  
**FOR REAL ESTATE APPRAISAL**

**\$250.00 Application Fee**

The application must be filled out completely and typewritten  
Make check payable to "Treasurer, State of NH" or complete the enclosed credit card form **(Non-Refundable Fee)**

**1. General Information**

Name \_\_\_\_\_  
Last First Middle

Names Previously Used (if applicable) \_\_\_\_\_

Residence Address \_\_\_\_\_ zip code

Business Name & Title \_\_\_\_\_

Business Address \_\_\_\_\_  
Indicate mailing address by check box zip code

Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email \_\_\_\_\_ Fax # \_\_\_\_\_

Driver's license #: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Tax Identification #: \_\_\_\_\_

**2. Registration/Licensure Information**

State where applicant is licensed. \_\_\_\_\_

Licensing State Phone Number: \_\_\_\_\_ License or Certificate # \_\_\_\_\_

**3. General Information Questions**

- | <b>CHECK ONE:</b>  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 1. Have you ever been found guilty, whether by verdict or pursuant to a plea of any kind, of a misdemeanor or felony described in RSA 310-B:5-a or an analogous provision in any other state.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you or any partnership or corporation in which the applicant was a legal or financial participant ever been disciplined, sanctioned, or fined or had a license, certificate or registration suspended, revoked, surrendered or resigned by the board or agency issuing the license, certificate or registration? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you ever been denied a real estate appraiser license or certification or a non-resident temporary practice registration or permit?   | <input type="checkbox"/> | <input type="checkbox"/> |

**If the answer is yes to any of the above questions, submit a written explanation with your application**

#### 4. Client Information

Client's Name: \_\_\_\_\_

Client's Contact Person: \_\_\_\_\_

Property Address \_\_\_\_\_

zip code

*\*If more than one property attach additional sheets\**

Type of Property: \_\_\_\_\_

Are the properties permitted under a single contact with a single client?  YES  NO

Are the Properties to be appraised part of a federally-related transaction?  YES  NO

Specify the amount of time estimated to complete this assignment: \_\_\_\_\_

#### 5. Additional Attached Documentation

##### Have You:

Included a copy of your current out-of-state appraiser license or certification?

Included a copy of the engagement letter or contract covering the appraisals sought to be permitted.

Included a fully executed irrevocable consent for the service of process as required pursuant to RSA 310-B:11, I

In the case of an affirmative response to any question under section 3, a written explanation addressing all material facts and copies of all official documents relating to the explanation.

#### 6. Affidavits

I have read the contents hereof and clearly understand that the correctness and truth of my statements as recorded in this application are material, not only to the issuance of the temporary permit, as applied for, but also to the retention of said permit, if issued.

\_\_\_\_\_  
(Signature of Applicant)

ADDRESS ALL COMMUNICATIONS TO:  
NHOPLC – Technical Division  
121 SOUTH FRUIT STREET  
CONCORD, N.H. 03301

*Find us on the web at [www.oplc.nh.gov/real-estate-appraisers/index.htm](http://www.oplc.nh.gov/real-estate-appraisers/index.htm)*

rev. 12/18/18



# New Hampshire Real Estate Appraiser Board

## IRREVOCABLE CONSENT FOR SERVICE OF PROCESS

"KNOW ALL PERSONS BY THESE PRESENTS THAT:

I, \_\_\_\_\_, am a non-resident of the state of New Hampshire, and I am an applicant before the Real Estate Appraiser Board of the State of New Hampshire for a real estate appraiser temporary practice permit. I agree that my acceptance of a temporary practice permit issued by the New Hampshire Real Estate Appraiser Board is equivalent to an appointment by me of the chair of the Board as my agent for service of a lawful summons, process or pleading in any action or suit against me in any Court in the state issuing the temporary practice permit arising out of my activities as a certified, or licensed appraiser. I further agree that service so made upon the chair of the Board shall have the same legal force and validity as if service had been made on me personally in this state, and I waive any contest to service of process provided that:

1. Notice of the service and a copy of the summons, process or pleading is sent by registered mail by the plaintiff or the plaintiff's attorney to me at the most recent address furnished by me to the Board or to my last known address; and
2. An affidavit of the plaintiff or of the plaintiff's attorney of the mailing is appended to the summons, process or pleading and entered as a part of the return thereof.

I, \_\_\_\_\_ do hereby certify that the records of my real estate appraisal activity conducted in the State of New Hampshire will be kept at the following address \_\_\_\_\_, and that they will be available to the New Hampshire Real Estate Appraiser Board chair or the chair's designee during normal business hours.

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Signature of Applicant

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Date

**Credit Card Sheets are not accepted via e-mail.**

**You may pay your fee with a credit card by filling out this form. Please make sure that all information is correct and up to date. Indicate what the fee is for under transaction type.**

Transaction Type:		Amount Due:	
Card Type: (please select one) <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <b>(required)</b>			
Card Number			<b>(required)</b>
Expiration Date:	Month:	Year:	<b>(required)</b>
<b>Billing Name and Address (your billing address must match the address associated with the credit card you are using.)</b>			
Name on Card:			
Billing Address:			
City:			
State/Province:			
Zip/Postal Code:			
Country:			
Authorization Signature :			

**CONFIDENTIAL**