

THIS APPLICATION IS VALID FOR 30 DAYS FROM THE DATE IT IS SWORN

A. CLASS OF LICENCE AND DESIGNATION (all sections must be completed)

Appraiser

Candidate

I am an active member in good standing of the following association(s) and the boxes checked below accurately reflect the designation(s) I currently hold:

Appraisal Institute of Canada (AIC)

- AACI, P. App (Accredited Appraiser Canadian Institute, Professional Appraiser)
 CRA (Canadian Residential Appraiser)

Alberta Assessors Association (AAA)

- AMAA (Accredited Municipal Assessor of Alberta)

Canadian National Association of Real Estate Appraisers (CNAREA)

- DAR (Designated Appraiser Residential)
 DAC (Designated Appraiser Commercial)
 Certified Appraisal Reviewer

B. APPLICATION TYPE (select any that apply)

New Applicant

Renewal

Class of Licence Change

C. INDIVIDUAL INFORMATION (all fields marked with an asterisk * must be completed)

Mr. * 1. Last name

Mrs.

Ms.

* 2. Legal first name

* 3. Legal middle name(s) (initials not acceptable)

4. Also known as name(s)

* 5. All previous legal names & other names by which you are/have been known (including maiden and married names)

* 6. Business name or affiliation

* 7. Business address in Alberta (PO Box not acceptable)

* 8. City

* 9. Postal code

* 10. Business phone

11. Business fax

12. Business Web site

* 13. Residential address (PO Box not acceptable)

* 14. City

* 15. Prov/State

* 16. Postal/Zip code

17. Mailing address (if different from residential address)

18. City

19. Prov/State

20. Postal/Zip code

* 21. Birth date (mm/dd/yy)

* 22. Primary phone number

23. Alternate phone number

* 24. Primary e-mail address

D. INFORMATION RESPECTING SUITABILITY *(all sections must be completed)*

- If you are applying for a real estate appraiser and/or candidate licence for the first time these questions apply to any and all situations and/or events **PRECEDING THE DATE OF THIS APPLICATION.**
- If you are renewing your real estate appraiser and/or candidate licence or applying to change your class of licence or designation, these questions apply only to any and all situations and/or events that have taken place **SINCE THE DATE OF YOUR LAST APPLICATION.**

Please read each of the following questions carefully and answer truthfully:

- | | | |
|--|------------------------------|-----------------------------|
| 25. Have you or has any business you owned or participated in as a director, officer, or manager been refused a registration, denied authorization in any capacity, withdrawn from an industry and received a lifetime ban, or had any registration, licence, or authorization suspended or revoked by any association, professional or occupational body, any securities commission or any regulatory body of any kind in any jurisdiction? | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| 26. Have you been disciplined by any real estate board, real estate association, mortgage broker association, or appraiser association, or any professional or occupational body, or any regulatory body of any kind in any jurisdiction? | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| 27. Have you or has any business you owned or participated in as a director, officer, or manager had any judgments rendered against you or the business in relation to: a trade in real estate; dealings in mortgages; acting as an appraiser; fraud; breach of trust; misappropriation or theft? | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| 28. Have you or has any business you owned or participated in as a director, officer, or manager been in bankruptcy or been the subject of any bankruptcy or receivership proceedings? | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| 29. Have you been found guilty or convicted of any criminal offence or any other offence under any law of any country, province or state, excluding offences for which a pardon has been granted or provincial or municipal highway traffic offences? | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| 30. Have any proceedings pursuant to the Criminal Code of Canada been commenced against you and/or are you currently the subject of a suspension, investigation, licensing conditions, statement of claim relating to the business of an industry member or similar process including, but not limited to, conduct, audit, practice review or competence-related proceedings in any jurisdiction? | <input type="checkbox"/> yes | <input type="checkbox"/> no |

If you answer **YES** to any of the above questions, provide copies of all relevant documentation along with this original application to RECA.

The executive director may require further information be submitted within a specified time and may require verification by affidavit or otherwise of any information submitted then or previously.

E. AUTHORIZATION & ACKNOWLEDGEMENT

I authorize the Real Estate Council of Alberta to verify any information pursuant to this application from any source. I acknowledge that I am responsible for any costs incurred for such verification.

In making this application to the Real Estate Council of Alberta, I hereby consent to the Real Estate Council of Alberta's collection, use, and disclosure of my personal information for licensing and other regulatory purposes under the *Real Estate Act* and in accordance with the *Personal Information Protection Act*.

F. RESPONSIBILITIES

I understand and accept the duties and responsibilities of a real estate appraiser and/or candidate as set out in the *Real Estate Act*, and *Real Estate Act* Rules. I am aware I must comply with the *Real Estate Act*, *Real Estate Act* Rules, and laws that apply to an industry member authorized to carry on the practice of a real estate appraiser.

I hereby acknowledge my obligation to familiarize myself with the laws of Alberta as they apply to the business of an industry member, only engage in work or provide services in which I am authorized and competent to do so, and abide by any restrictions or conditions that may be imposed upon the issuance of a licence, including restrictions related to specific areas of practice or educational requirements addressing practice issues unique to Alberta.

I will immediately notify the executive director in writing of any changes in the information provided to the executive director in support of this licence application that occur during the application process or after the licence is issued.

G. AFFIDAVIT (must be completed)

All questions must be answered truthfully and completely. Making a false statement on this affidavit constitutes a criminal offence and is punishable by law and may be considered conduct deserving of sanction by the Real Estate Council of Alberta. Any affidavit containing false or misleading information may result in the refusal of the application and suspension or cancellation of any authorization issued thereupon.

CANADA
PROVINCE OF ALBERTA
TO WIT:

AFFIDAVIT
In the Matter of the *Real Estate Act*

I, _____ of the City of _____ in the Province of _____.
(Legal Name)

DO SOLEMNLY SWEAR I have read and understand all questions and statements. All information on this application is true.

SWORN BEFORE ME AT THE _____ **OF**
_____ **IN THE PROVINCE OF** _____,

THIS _____ DAY OF _____ A.D., _____
(year)

Appraiser/Candidate Signature

Commissioner for Oaths/Notary Public/Solicitor Signature

My appointment expires _____
(print or stamp here)

H. FEES AND PAYMENT (must be completed)

Please indicate method of payment:

<input type="checkbox"/> Payment has been made through RECA Online	<input type="checkbox"/> Cheque Cheque Number _____	Amount (Fees for all classes of licences are available at www.reca.ca)
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard		
Credit card number	Credit card expiry date	
Name on card	Authorized signature	