



APPRAISAL MANAGEMENT COMPANY

# ANNUAL NATIONAL REGISTRY REPORTING

State of Utah  
Dept of Commerce  
Division of Real Estate

This form is to determine annual eligibility and fees for the AMC National Registry. If you do not submit your annual report and the associated fee by May 31, 2025, you will not be added to the National Registry. Utah Code 61-2e-205(4) states: "If an appraisal management company registered under this chapter fails to pay the annual national registry fee...or file the national registry reporting form...the division may suspend or revoke the appraisal management company's registration."

Company Name: \_\_\_\_\_

Utah AMC License # (if currently licensed): \_\_\_\_\_

Employer Identification Number (EIN): \_\_\_\_\_

Company Phone #: \_\_\_\_\_

Company Address: Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Definition of a **covered transaction**: any consumer credit transaction secured by the consumer's principal dwelling.

1. Please select which applies to your business below and follow the corresponding instructions:

<input type="checkbox"/> <b>Single State AMC</b>	<input type="checkbox"/> <b>Multi-state AMC</b>
<b>Did this AMC oversee a panel of 16 or more Utah appraisers from 1/1/2024 to 12/31/2024, who were recruited, selected and retained to perform appraisals in connection with a covered transaction?</b>	<b>Did this AMC oversee a panel of 25 or more appraisers, in two or more states including Utah, from 1/1/2024 to 12/31/2024, who were recruited, selected and retained to perform appraisals in connection with a covered transaction?</b>
<input type="checkbox"/> If No, ● your AMC does not qualify <input type="checkbox"/> If Yes, continue to question 2 ↓	<input type="checkbox"/> If No, ● your AMC does not qualify <input type="checkbox"/> If Yes, continue to question 2 ↓

2. **Is this a federally regulated AMC?**

- ☐ If Yes, proceed directly to Page 4, AMC REGISTRY FEE CALCULATION.  
☐ If No, continue to question 3 ↓

3. **Does the AMC have an owner, in whole or in part, directly or indirectly, that has had an APPRAISER credential refused, denied, cancelled, surrendered in lieu of revocation, or revoked in any state?**

- ☐ If Yes, has the credential been reinstated? If yes, please provide a brief statement of all significant details on a separate sheet, including the jurisdiction in which the applicant was denied, the date of denial, reason for denial, the circumstances surrounding the matter, a copy of any associated orders and the names of any persons involved. Once completed, continue to question 4 ↓  
If No, continue to question 4 ↓



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**4. Does the AMC have an owner, in whole or in part, directly or indirectly, that any of the following are applicable to: (please carefully read and answer A-M)**

Yes No

- ☐ ☐ A. EVER had any professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) denied, revoked, or suspended?
- ☐ ☐ B. EVER had a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) sanctioned? Sanctions include, but are not limited to, having a credential restricted, limited, placed on probation, being required to pay a fine or penalty, take education, or comply with any other condition?
- ☐ ☐ C. EVER been sanctioned or banned from engaging in any activity by Freddie Mac, Fannie Mae, FHA (HUD), VA, or similar organization for any period of time or for any reason?
- ☐ ☐ D. EVER been ordered to cease and desist from any conduct related to a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity)?
- ☐ ☐ E. EVER allowed a professional or occupational credential (license, registration, certification, or similar authorization to work in a professional or occupational capacity) to expire or lapse while under investigation by a regulatory or licensing body, or while a regulatory action was pending against you?
- ☐ ☐ F. Have knowledge of any complaint, investigation, or disciplinary action CURRENTLY ongoing or pending against them by a regulatory or licensing body?
- ☐ ☐ G. EVER been convicted of, or pled guilty or nolo contendere to a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense? A traffic offense can be prosecuted as a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense. Where this is the case disclosure is required.
- ☐ ☐ H. EVER resolved a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense through a plea in abeyance, diversion agreement, withheld judgment, or other method whereby a charge was held in suspense during a period of time in which you were on probation or were obligated to comply with conditions outlined by a court? A traffic offense can be prosecuted as a felony, class A misdemeanor, class B misdemeanor, or comparable criminal offense. Where this is the case disclosure is required.
- ☐ ☐ I. Currently, are they aware of any investigation(s), indictment(s), or criminal charge(s) for any crime in any jurisdiction which are pending against them?
- ☐ ☐ J. EVER been courts martial or discharged other than honorably from any branch of the armed services?
- ☐ ☐ K. EVER been required to register as a sex offender?
- ☐ ☐ L. EVER had a judgment entered against them in a civil court or in a bankruptcy court on the basis of fraud, misrepresentation, or deceit, or in any matter related to the purchase, sale, management, finance, loan origination, or valuation of real estate?
- ☐ ☐ M. EVER been found in contempt of court?

Each YES answer requires a detailed letter of explanation on a separate sheet, along with copies of all orders; court documents including charging and judgment documents; court dockets; and proof of completion of probation and restitution orders and payments of fines and judgments. Once complete, continue to Page 3 – AMC APPRAISER PANEL



## AMC APPRAISER PANEL

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**AMC REGISTRY FEE CALCULATION**

During the fee calculation period of 01/01/2024 to 12/31/2024, how many appraisers, on your panel, performed appraisals in connection with a covered transaction in Utah?

\_\_\_\_\_ X \$25.00 = \_\_\_\_\_ (total registry fees due)

I, \_\_\_\_\_ (Main Control Person) attest that all information including the number of panelists reported on this document is true and accurate to the best of my knowledge and that the Utah Division of Real Estate may at any time request documentation to verify this number.

\_\_\_\_\_  
Main Control Person Signature

\_\_\_\_\_  
Date

Please send this completed form and payment information for the total amount listed above to one of the following:

**(EMAIL IS PREFERRED METHOD)**

To pay via **credit card** please email completed form to [realestate@utah.gov](mailto:realestate@utah.gov) and provide contact name and number to call for payment information.

Contact Name \_\_\_\_\_ Phone# \_\_\_\_\_

To pay with **check**, please make payable to Utah Division of Real Estate.

Physical Address: Use for UPS/FedEx

Mailing Address: Use for US Postal Service

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Division of Real Estate  
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Salt Lake City, UT 84111

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