

STATE OF NEVADA  
DEPARTMENT OF BUSINESS AND INDUSTRY  
**REAL ESTATE DIVISION**  
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**APPRAISAL CHANGE FORM**  
**Interns, Appraisers, or Appraisal Management Companies.**

**INSTRUCTIONS:**

- The Division must receive the original registration, license, or certificate (license) and pocket card.
- Complete only the areas that are specific to this transaction and a fee of \$20.00 per section per license are required.
- Supervising Appraisers must submit the Intern registrations for a business name or address change.
- Payments are accepted in the form of check, cashier's check, money order (made payable to NRED) or exact cash.
- Incomplete paperwork will not be processed and will be returned to you for completion.
- Submit location of records ([Form 555](#)) for business change.

Certificate, License, Permit, or Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print): \_\_\_\_\_  
[First Middle Last (name on license)]

\*Home address: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
[Street, City, State, & Postal code]

\*Email address: : \_\_\_\_\_ \*Phone: \_\_\_\_\_  
[Area code & number]

\*Required - For division use only. Not sold publically

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**1. \$20 BUSINESS ADDRESS CHANGE:** Complete this section even if the business location is the same as your home address.

Business name: \_\_\_\_\_

Current business address: \_\_\_\_\_  
[Street, City, State, & Postal code]

New Business address: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
[Street, City, State, & Postal code]

Phone \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

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**2. \$20 BUSINESS NAME CHANGE:**

List **current** business name: \_\_\_\_\_

List **new** business name: \_\_\_\_\_

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**Division:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Receipt:** \_\_\_\_\_ **Initials:** \_\_\_\_\_

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**3. \$20 EMPLOYER CHANGE:** Intern registration only.

New Company name: \_\_\_\_\_

New Company address: \_\_\_\_\_

Supervising Appraiser name: \_\_\_\_\_

Certification number: \_\_\_\_\_

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**4. \$20 PERSONAL NAME CHANGE:** List the name on your current certificate at the top and list your new name here. Proof is required in the form of a Divorce decree, Marriage Certificate, or a Judgment issued by the court.

New name: \_\_\_\_\_

(List your full name as you wish it to appear on your certificate, license, permit, or registration.)

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**5. APPLICANT SIGNATURE:**

NO  YES Have you had any disciplinary sanctions imposed by any regulatory agency or commission within the past 5 years?

If Yes, applicants are required to attach a written explanation and the final disposition document.

Original Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**6. SUPERVISING APPRAISER VERIFICATION and SIGNATURE:** Nevada Certified Appraisers complete this section only if a Registered Intern is transferring under your supervision.

This is to verify that I, \_\_\_\_\_, am a Nevada Certified Appraiser who holds an active and renewed Nevada Appraisal Certificate #A.\_\_\_\_\_.C\_\_\_\_ and has had 1 year or more Nevada Appraiser experience as required pursuant to NRS 645C. It is my present intent to employ or associate with me, (print name) \_\_\_\_\_, a Nevada registered Intern. I will exercise careful supervision over his/her appraisal activities while he/she is associated with or employed by me.

Original Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**REPORT OF EXISTENCE OF NEVADA BUSINESS LICENSE**

**Pursuant to NRS 645C**

**All applicants MUST complete this section. Please select ONE option.**

I have a Nevada business license number assigned by the Nevada Secretary of State upon compliance with the provisions of NRS Chapter 76.

My Nevada business license number is: \_\_\_\_\_

I have applied for a Nevada business license with the Nevada Secretary of State upon compliance with the provision of NRS Chapter 76 and my application is pending.

I do NOT have a Nevada business license number.

The Real Estate Division is not the arbiter of determining whether the applicant needs a business license. Information about the Nevada business license can be found on the Secretary of State's website at: <http://nvsos.gov/>