

Non-Practicing Member Status: Questionnaire

If you are applying for non-practicing member status, you must complete this questionnaire, which will help in determining whether you meet the requirements for such status.

Who is eligible for Designated member Non-Practicing Status?

Those who **do not** provide any Service(s) as defined by the [Code of Professional Ethics \(CPE\)](#), which include appraisal, appraisal review, mass appraisal, and other services provided as a valuer.

Those who provide Service(s) as defined by the [Code of Professional Ethics \(CPE\)](#), *do not qualify* for non-practicing status.

Account #	Chapter
Name	Primary Address
DOB*	Email

Job description or nature of work and/or services you will be providing

1. Do you currently have:

a) An appraisal practice
 Yes No

b) An ownership interest in an appraisal practice
 Yes No

If "yes," please explain:

2. Do you prepare:

a) Appraisal reports
 Yes No

b) Appraisal review reports
 Yes No

3. Do you contribute to:

a) Appraisal reports signed by others
 Yes No

b) Appraisal review reports signed by others
 Yes No

4. Do you co-sign:

a) Appraisal reports
 Yes No

a) Appraisal review reports
 Yes No

5. Do you:

a) Supervise appraisers
 Yes No

b) Review work done by other appraisers
 Yes No

c) Advise clients or others about work done by other appraisers
 Yes No

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6. Do you provide services provided as a valuer relating to:

a) Real property, personal property or business property

Yes No

If "yes," please explain:

b) The value of real property, personal property or business property

Yes No

7. Do you advise clients in legal matters relating to:

a) Real property, personal property or business property

Yes No

If "yes," please explain:

b) The value of real property, personal property or business property

Yes No

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8. Do you provide expert testimony in legal matters relating to:

a) Real property, personal property or business property

Yes No

If "yes," please explain:

b) The value of real property, personal property or business property

Yes No

9. Are you:

a) A state licensed or certified appraiser

Yes No

If "yes," please explain:

b) A state licensed real estate agent or broker

Yes No

If "yes," please explain:

10. Do you:

a) Currently provide real estate related services OTHER than appraisal

Yes No

b) Teach courses or seminars or give presentations or lectures relating to real estate

Yes No

If (a) and/or (b) answered 'Yes,' please describe:

11. Do you use your designation with your signature in emails or letters, on letterhead, on business cards and/or on your resume or qualifications (other than where listed as a credential)?

Yes No

If "yes," please explain:

12. Do you advertise or promote that you offer services involving real property, real estate valuation expertise, or advertise or promote that you hold appraisal designation(s) and/or state appraiser license/certification (for example, through a web site, on business cards, word of mouth, personal solicitation, yellow pages, newspapers, etc.)?

Yes No

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I attest that the information and answers I have provided on and in support of my application for non-practicing membership status, along with any related documentation, are true, accurate and complete. By completing this application, I represent that I meet the requirements for the non-practicing membership status for which I am applying and that I will continue to abide by the Appraisal Institute Code of Professional Ethics, Standards of Professional Practice, Bylaws, Regulations, policies, and procedures. If, prior to a decision on my application for non-practicing status, my answers would change or additional relevant information becomes available, I will promptly notify the Appraisal Institute national office. If I am granted non-practicing membership status but a change occurs and I no longer meet the requirements of the status I was granted, I promptly will notify the Appraisal Institute national office. I understand that the Appraisal Institute has the right to audit my eligibility for non-practicing membership statuses at any time and to make appropriate adjustments to such status.

By signing this application electronically, you hereby consent and agree that your electronic signature constitutes your acceptance and agreement to this application's terms and conditions as if actually signed by you in writing and that your electronic signature has the same legal force and effect as a signature affixed by hand. Further, you agree that the lack of a certification authority or other third-party verification will not in any way affect the validity or enforceability of your electronic signature or any resulting contract between you and the Appraisal Institute.

Account #**Printed Name**

Signature**Date**