

Application for Demonstration Appraisal Report Credit: Three Appraisal Report Alternative (TARA)

Submit Application to:
demo@appraisalinstitute.org
Fax (312) 335-4146

If mailing a check, submit to:
Appraisal Institute
Attn: Demo Application
550 W. Van Buren St., Suite 1000
Chicago IL 60607

Identification

Last	First	Middle Initial
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Account Number	Chapter Name
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Important Notice

Before mailing your three appraisal report alternative to the general demonstration appraisal report, please read the pertinent Appraisal Institute Regulation governing the preparation and submission of the reports and the Official Guide to Demonstration Appraisal Reporting. Mail one copy of each of your reports with this completed application and your payment to the Associate Member Services Department at the above address. Keep a complete copy of each report, including photos or negatives and any maps in the event of loss in the mail. The reports will become the property of the Appraisal Institute and will not be returned to you. The dates of valuation of your three appraisal report alternative to the general demonstration appraisal report can be no more than five (5) years prior to the year of submission to the Appraisal Institute.

I am submitting my report via **Electronic Upload** (once your application is processed you will receive the upload link and password via email)
 Via **DVD/CD** to the Appraisal Institute National office (please see address above)
 Via **Hardcopy** two (2) hardcopies must be mailed to the Appraisal Institute National office – see address above)

Type of Three Appraisal Report Alternative

I am submitting An initial Three Appraisal Report Alternative (\$350)
 A revised Three Appraisal Report Alternative (\$250) **

Address of Subject Property (A) _____

Address of Subject Property (B) _____

Address of Subject Property (C) _____

Seminar Attendance

****Note: You must complete this section if submitting a revised demonstration appraisal report**

I attended the Demonstration Appraisal Writing Seminar on:

Location and Date _____

Method of Payment

VISA MasterCard American Express Check (payable to Appraisal Institute)

Card Number	Expiration Date	Signature
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In submitting this application, I represent and certify that:

- A. The enclosed appraisal reports comply with the Code of Professional Ethics, the Standards of Professional Appraisal Practice, and the pertinent Appraisal Institute Regulation governing the preparation and submission of these appraisal reports as an alternative to the demonstration appraisal report.
- B. I prepared these appraisal reports without appraisal assistance or revision by another person. I had primary responsibility for assembling the data, analyzing the data, forming the conclusions, and preparing the enclosed appraisal reports. I did not receive assistance, review, or correction related to demographics, market analysis, descriptive information, data, analysis, or conclusions. I personally viewed or inspected and confirmed all comparable sales or rental properties. I understand that in preparing the enclosed appraisal reports I was allowed to receive assistance in matters such as photography, drawings, typing and word processing. Neither the real estate that is the subject of these appraisal reports nor any of the data relating to them has been the topic of or was secured through participation in any real estate course, clinic, seminar or other similar source.
- C. I am the sole author of the enclosed appraisal reports. Either I solely prepared and submitted the reports to clients or I solely prepared the reports, which are my original drafts submitted to a principal for review and revision. I understand that before submitting the enclosed reports, I was allowed to enhance the reports I solely prepared. For example, I was allowed to expand the analyses, the reconciliation sections, or other aspects of the appraisal reports to meet the requirements.
- D. Each of the enclosed appraisal reports contains reconciliation, as outlined in the Official Guide to Demonstration Report Writing. At least one report includes all three approaches to value. At least one report includes a Level C fundamental market analysis; at least one includes a yield capitalization analysis; and at least one includes a direct capitalization analysis. At least one of the reports includes the breakdown method of depreciation.
- E. If the TARA submission includes valuation of a property with obsolescence, the market analysis requirement is Level B, inferred market analysis.
- F. I understand that I may list these reports toward the required number of hours of experience, but that these reports may not be selected for experience review.
- G. The real estate that is the subject of these appraisal reports is not involved in, or subject to, any type of litigation in the courts.
- H. All appraisal data contained in the enclosed appraisal reports and all statements in this application for credit are factual.
- I. I understand that if the enclosed appraisal reports do not receive credit because the data in the appraisal reports or the statements in this application for credit are not factual, then I may not submit these appraisal reports for re-grading or revise these appraisal reports.
- J. Appraisal Institute credit for the enclosed appraisal reports will not be sought by me if the reports are graded and failed by the Appraisal Institute and subsequently graded and passed by any other appraisal organization with which the Appraisal Institute has a demonstration appraisal report reciprocal credit agreement.
- K. I understand that the granting of credit by the Appraisal Institute does not imply the Appraisal Institute's agreement with either the opinions expressed or the values concluded in the enclosed appraisal reports.

Signature

Date