

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**APPRAISER CERTIFICATION PROGRAM**

217 W. Missouri Ave., Pierre, SD 57501  
Tel: 605.773.6193 dlr.sd.gov/appraisers

**APPLICATION TO REGISTER SUPERVISORY APPRAISER/SUPERVISOR  
AGREEMENT**

<b>INSTRUCTIONS:</b> 1. Complete fully the requested information. 2. Print and sign. 3. Submit along with verification of completion of Training Course for Supervisory Appraisers and Registered Trainee Appraisers.	<b>FOR OFFICE USE ONLY:</b> Date Application Received _____ Date Application Approved _____ Date of Training Course _____
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**Below is to be completed by REGISTERED TRAINEE APPRAISER Applicant:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Credential No: \_\_\_\_\_

Residence Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Preferred contact phone: \_\_\_\_\_ Preferred email: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Training Course for Supervisory Appraisers and Registered Trainee Appraisers: \_\_\_\_\_ (date). Attach verification to this application. Supervision may not begin until the Training Course is completed.

**Registered Trainee appraisers** are responsible for affirming the Department's receipt of the signed and dated Application to Register Supervisory Appraiser/Supervisor Agreement. See [dlr.sd.gov/appraisers](http://dlr.sd.gov/appraisers) for confirmation. Registration of a supervisory appraiser is effective the day the Department Secretary receives the registration form (ARSD 20:14:04:12.01).

**Registered Trainee appraisers** must maintain an Appraisal Experience Log (Log) on a form provided by the Secretary that includes each appraisal performed. Separate Logs must be maintained for each supervisory appraiser.

**Registered Trainee Appraiser:**

I understand that it is my responsibility to report each supervisory appraiser. I understand that I must have each supervisory appraiser complete this Application to Register Supervisory Appraiser/Supervisor Agreement and I must submit it to the Department of Labor and Regulation. I further understand that I will not receive appraisal experience credit for assignments requiring a supervisory appraiser if I do not comply with the registration requirements. (ARSD 20:14:04:12.01)

I declare and affirm under the penalties of perjury that this Application to Register Supervisory Appraiser/Supervisor Agreement has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

\_\_\_\_\_  
Registered Trainee Appraiser’s Signature

\_\_\_\_\_  
Date

**Supervisory Appraiser:**

I affirm that I have read and agree to comply with all provisions of the South Dakota Appraiser Credential laws and rules.

I have submitted an application for Supervisory Appraiser Endorsement to the Department of Labor and Regulation and have been granted supervisory appraiser status.

I have completed the Training Course for Supervisory Appraisers and Registered Trainee Appraisers.

I certify that I will supervise the Applicant named herein in accordance with all state regulations.

\_\_\_\_\_  
Supervisory Appraiser (print)      Credential No.      Supervisory Appraiser (Signature)      Date

\_\_\_\_\_  
Supervisory Appraiser (print)      Credential No.      Supervisory Appraiser (Signature)      Date

\_\_\_\_\_  
Supervisory Appraiser (print)      Credential No.      Supervisory Appraiser (Signature)      Date

Mail completed application to:  
Department of Labor and Regulation, Appraiser Certification Program, 217 W. Missouri Ave., Pierre, SD 57501