

BOARD OF REAL ESTATE APPRAISERS

**AMC
ENGAGEMENT REPORTING FORM**

Mail the completed form to the following address:
**Board of Real Estate Appraisers
PO BOX 200513
Helena MT 59620-0513**

Reporting Cycle is **November 1st thru October 31st**

AMC Name: _____

License/Registration Number of AMC: _____

Number of Engagements: _____

Contact Person Name: _____
Last First Middle

Preferred Method of Contact: _____
(Email / mailing address / phone)

Signature

Date

Engagement Reporting Fees:
October 1 to November 15th – Fee \$250.00
Late Fee: Between November 16th and December 15th – Fee \$1000.00
Late Fee: Between December 16th and January 15th – Fee \$2000.00

If engagement reporting fee is paid during the renewal cycle the fee is \$250.00.
Additional late fees are due according to the above schedule.
Each AMC may report their engagements by an Excel spread sheet or use the second page of this form.

****Engagement list must accompany this form. See page 2****

MONTANA BOARD OF REAL ESTATE APPRAISERS

301 SOUTH PARK, 4TH FLOOR – Delivery

P. O. Box 200513

Helena, Montana 59620-0513

(406) 841-2354 FAX (406) 841-2323

E-MAIL: dlibsirea@mt.gov

WEBSITE: www.realestateappraiser.mt.gov

AMC Name: _____

AMC License #: _____

ENGAGEMENTS

(Make copies as needed.)

You may submit this information on an excel spreadsheet as long as it is in the same format and has the same information.

NAME OF APPRAISER (Panel Members)	Appraisers License Number	Number of Assignments completed