



## MAINE PROPERTY TAX DIVISION

### ADVANCED ASSESSOR

### RECERTIFICATION APPLICATION

This form is used by Certified Maine Assessors (CMAs) with advanced certification (CMA-2, CMA-3, CMA-4) to report annual advanced assessor education requirements for certification renewal. You must submit this form annually by February 1 to receive education credit and certification renewal for the calendar year. You must submit proof of completion of completed courses. Certified Maine Assessors who do not have advanced certification are not required to submit this application.

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

Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ CMA Certification Number: \_\_\_\_\_

Certification Level: ☐ CMA-2 ☐ CMA-3 ☐ CMA-4

Courses completed during calendar year 2018 (see instructions):

**Ethics** (3.5 hours or 7 hours required every three years) Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

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Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Course Name: \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Total Hours: \_\_\_\_\_

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

Email: \_\_\_\_\_

## **INSTRUCTIONS**

Include only advanced assessor training courses on this application. The 16-hour continuing education requirement for CMA certification will be administered by the Chief of Training and Certification separately.

To maintain certification as a CMA-2, you must complete 5 hours of advanced assessor training annually, in addition to the base-level 16 hours of continuing education required for recertification as a CMA. To maintain certification as a CMA-3 or CMA-4, you must complete 12 hours of advanced assessor training annually, in addition to the base-level 16 hours of continuing education required for recertification as a CMA.

Attach proof of completion for each course included on this application. Proof of completion can be showed by submitting a copy of the certificate of completion or the certificate of attendance for the course taken.

For an up-to-date list of approved courses, see  
[www.maine.gov/revenue/forms/property/pubs/bull26\\_adv\\_courses.pdf](http://www.maine.gov/revenue/forms/property/pubs/bull26_adv_courses.pdf).