

AMC LICENSING

1. If you are the AMC's controlling person **OR** an owner of more than 10% of the AMC, you must complete a "[Fingerprint Authorization Form](#)".
2. In addition to the Fingerprint Authorization Form noted above, each controlling person and owners of more than 10% must submit fingerprints. Please reference the fingerprinting instructions in the links below:
[Fingerprinting instructions for applicants who reside in Maine](#)
[Fingerprinting instructions for out-of-state applicants](#) (or physically unable to go to a location)
[REGISTER FOR FINGERPRINTING](#) for both Maine residents and non-residents
3. Only the controlling person should complete the "Irrevocable Consent to Service Form.
4. Applications may be submitted online or via "paper" application.
5. The fee is \$480.00. If paying by check please make payable to:
"Treasurer State of Maine"
6. Credit cards are an acceptable form of payment: VISA, Mastercard, or Amex
7. You may fax or email your application to the board if you are using a credit card:
(DO NOT DO BOTH).

FAX NUMBER: 207-624-8637

EMAIL: rlestateappr.board@maine.gov

Or you may mail your application through the U.S. Postal Service via, regular, priority, or express mail services to:

**DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
BOARD OF REAL ESTATE APPRAISERS
35 STATE HOUSE STATION
AUGUSTA, ME 04333-0035**

(Please note that the USPS will only deliver to the address above and will NOT deliver to our physical location)

If you wish to use an overnight mail service such as FedEx or UPS. Please use our physical location:

**DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
BOARD OF REAL ESTATE APPRAISERS
76 NORTHERN AVENUE
GARDINER, ME 04345**