

# Maine Board of Real Estate Appraisers

## Appraiser Assignment Log (Please Print)

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

License Number: \_\_\_\_\_

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

Hours Requested: *This page* Residential = \_\_\_\_ Commercial = \_\_\_\_ Total = \_\_\_\_

**Applicants must enter actual hours.**

Pg No. \_\_\_\_ of \_\_\_\_ pgs

**All experience must have been obtained after January 30, 1989 and be USPAP compliant. Applicants must enter actual hours.**

Report Date	Subject Address	*Report Type	Type of Property	Client	Est. Value	<b>T - Trainee S - Supervisor</b>										No. of Residential Hours	No. of Commercial Hours	Complex	Non-Complex
						I. Site Inspection & Descriptions	II. Bldg Inspection & Descriptions	III. Nbhd Description & Analysis	IV. Highest & Best Use Analysis	V. Research of Comp Sales & Analysis	VI. Income Analysis	VII. Cost Analysis	VIII. Meaningful Sales Analysis	IX. Final Reconciliation	X. Other (please attach explanation)				
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\*Report Type: Report = R Restricted Use = RU

**Trainees only must:**

- 1) Indicate to which portions of the assignment they contributed by putting an "x" in Columns I through X.
- 2) Prepare a separate log for each month and have their supervisors follow instructions 3 & 4 below. A separate log is required for each supervisor.

**Supervisors' Duties:**

- 3) For each portion of each assignment, Supervisors must indicate in Columns I through X whether they: **P** – Had **P**rietary Responsibility **C** – Co-appraised **R** – Reviewed and Approved
- 4) **Supervisor Name (Print)** \_\_\_\_\_ **Supervisor's Lic/Cert No.** \_\_\_\_\_
- Supervisor Name (Sign)** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

Logs are required to be completed and submitted to the Board at [rlestateappr.board@maine.gov](mailto:rlestateappr.board@maine.gov) by the 15th day of each month.