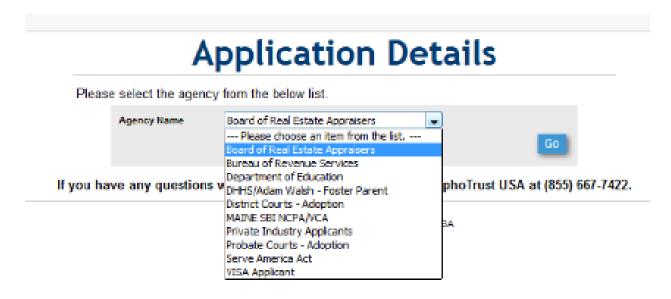


For new IN STATE appointments please click on first GREEN box on the left. The second green box from the left is those applicants from OOS (out of state) that do not need to set up an appointment. There are options to reschedule an appointment and set up to be re-fingerprinted due to rejection.



Your agency should select the Board of Real Estate Appraisers to register under your program. Once you have selected you must press GO button.

Confirm Agency
This will require that a search of Maine and/or FBI records be conducted and you will be charged accordingly. If you are not sure that this is the license type that you will be applying for or whether you are the qualifier of the business, please contact your agency requesting clarification.
Please be aware that if you select the wrong agency and a change is required to be made at a later date, you will be required to pay the applicable fees again.
Please confirm your agency is Board of Real Estate Appraisers.
(By selecting No, you will be returned to the previous screen to make another choice. Selecting Yes will continue on.)
no yes

Registrant will need to select YES is this is the correct fingerprint type.

Appointment	Details
If you are using assistive technology (such as a screen reader) of please follow this link to our alternative ap	
< Return to Start	Pay for Ink Card Submission
Enter a zip code to determine the closest fingerprinting	location.
or	
Please choose the region you will be in for your in Click here for a map of Maine	dentification appointment. Maine

Client will now navigate through the appointment screens to determine location, date and time to be fingerprinted. \*\*All the screens are not shown for this process.

# **Applicant Information**

### Instructions

Items marked with an \* are required. A red exclamation mark will appear to the right of any field that has an error. Click on the exclamation mark for a description of the error.

### **Applicant Name**

Prefix	First Name *	Middle Name	Last Name *	Suffix
<b></b>				-

### Applicant Alias or Maiden Name

Prefix	First Name	Middle Name	Last Name	Suffix
<b></b>				<b>-</b>

Add Alias (up to 5)

### Applicant Mailing Address

Number *	Direction •	Street Name *			
Unit Designator	•				
Country * United States	•	City *	State *	•	Zip Code *

### Methods of Contact

Phone 1 * ###-#################################	Phone 1 Type *	Phone 2 ###-#################################	Phone 2 Type
Email		Confirm Email	

Client will then enter their personal information including address, contact information, and descriptors.

# Information Verification

### YOUR APPOINTMENT IS NOT YET COMPLETE

Please review all of the following information. If any of this information is incorrect, please click the change button at the bottom of each section to make any needed changes to that section.

	If All Information Appears Correct	-> go		
Application Details				
	ne: Board of Real Estate Appraisers Reason: Employee			
Το σ	change any information in this section >>>>	Change Application Details		
Appointme	nt Details			
	Lisbon			

To change any information in this section >>>> Change Appointment Details

Appointment Time: 09:10 AM

Then a confirmation screen to review all their information. The opportunity to change and update personal information and appointment can be completed.



This is just a confirmation screen of how the payment will be taken (next steps).

## **Registration Complete**

Register Another Applicant

Print

Your payment has not been received yet. Please complete payment by following the instructions given below in the Payment Details section.

### Registration Completed for Jane Doe

Appointment Details

Location Lisbon Ace Detective and Security Agency 72 Lisbon Rd Lisbon, ME 04250 United States Get directions from Google Maps

Appointment Date: 12/12/2016 Time: 09:10 AM

Registration ID A116087881A

Payment Details

Please make your payment now Continue to Make Payment >

If you do not successfully make a payment using our online system, you will not be fingerprinted on the day of your appointment.

Your total is \$52.00.

#### Reminders

You will be required to show identification at your fingerprinting appointment. Acceptable forms of personal identification must be current and valid.

A <u>Drivers License</u> (issued by any state), <u>Passport</u>, or <u>Photo Identification Card</u> (issued by a municipality, county or state in lieu of a drivers license or a military ID) are acceptable forms of identification.

#### Application Details

Agency Name: Board of Real Estate Appraisers Fingerprint Reason: Employee

Client **MUST** click on <u>blue link</u> to make payment. Once payment is done a confirmation screen should appear from payment processing center. If an e-mail address is given then an e-mail will be sent to the registrant on their appointment specifics.