



West Virginia Real Estate Appraiser Licensing and Certification Board

Mail to the following mailing address via USPS only:

PO Box 40267, Charleston, WV 25364

Phone: 304.558.3919

FAX: 304.558.3983

Email: wvappraiserboard@wv.gov

Website: <https://appraiserboard.wv.gov>

WVREALCB Receipt Stamp

APPRAISAL MANAGEMENT COMPANY MISCELLANEOUS REQUEST

Please type or print clearly in ink. Check all appropriate boxes. Change of Contact Person, Controlling Person and/or Owner of the Appraisal Management Company require completion of additional forms and must be attached to this application. Please send only that which is necessary for request. Additional forms not relevant to the request may be discarded.

Type of Change Requested:	☐ Change of Owner of less than 50%, No Charge	Delinquent Fees: ☐ Late Fee, \$250 1 Month ☐ Late Fee, \$500 2 Months ☐ Late Fee, \$750 3 Months
☐ Business Name Change, \$100	☐ Certificate of Good Standing, \$25 per certificate	
☐ Business Physical/Mailing Address Change, \$100	☐ Duplicate Wall Registration, \$25	
☐ Change of Contact Person, \$100	☐ Business Phone Number Change, No Charge	
☐ Change of Controlling Person, \$100	☐ Business Fax Number Change, No Charge	
☐ Change of Owner of 50% or more, \$200	☐ Email Address Change, No Charge	
	☐ Website Address Change, No Charge	

Registration No:

Name of Subject Individual (as it appears on registration)		
Last Name:	First:	Middle:

Business Name and Address of Record		
Name of Business:	Physical Address:	
City:	State:	ZIP:
Mailing Address (if different):		

New Business Name and Address of Record		
Name of Business:	Physical Address:	
City:	State:	ZIP:
Mailing Address (if different):		

New Business Phone:	New Business FAX:
New Business Email:	New Business Website:

Certificate of Good Standing: Name and address of requesting agency. Unless otherwise indicated, certificate will be mailed directly to the requesting agency. Please attach sheets if additional room is needed.
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To request a background check, submit Full Name and Date of Birth of New Controlling Person or Owner to the below email address: wvappraiserboard@wv.gov

Signature:	Date:
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OFFICE USE ONLY	Deposit Number:		
Date Received:	Amount:		Check Number:
Date Paid:	Database:		
			Revised March 2025