



**Florida Department of Environmental Protection
Division of State Land
Bureau of Appraisal**

**Application to be Included on the Approved Appraisers List
Maintained by the
Division of State Land**

Thank you for your inquiry into the requirements by the State of Florida for fee appraisers to be included on the Florida Department of Environmental Protection's, Approved Appraiser List. You are required to be a state certified appraiser pursuant to the requirements of Chapter 475, Florida Statutes (F.S.), and meet the requirements in Section 253.025, F.S. as well as 18-1.007 Appraiser Eligibility and Selection, Florida Administrative Code.

We request that you provide, by email, **sample, narrative-style, appraisal reports completed within the past two years**. The sample reports should collectively include an example of each approach to value: Sales Comparison Approach, Cost Approach and Income Capitalization Approach. All appraisals submitted must substantially comply with the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Foundation. Please complete this application and return it along with your sample reports.

Please note:

- Your e-mail address assists us in communicating with you in the future,
- Your mobile telephone number is requested but not required and,
- The most frequent report requested by the Bureau of Appraisal is a narrative appraisal report.

If, in our reviewers' opinions, the sample report is not adequate to demonstrate a level of appraisal ability acceptable to our needs, you will be given the opportunity to supplement the report or to submit additional work for evaluation. Reports submitted will be considered confidential and, if requested, will be returned to you.

Almost all appraisal reports for the Department must conform to the Bureau of Appraisal's Supplemental Appraisal Standards for the Board of Trustees (supplemental standards) and USPAP. Obtain a copy by taking [this link to the Supplemental Appraisal Standards](#) or by contacting the Bureau of Appraisal.

If you have further questions, please contact [the Bureau of Appraisal](#) via email or call (850) 245-2658.

Please note that our Outlook Inbox may not accept an email where the total size (email and attachments) exceeds 25 megabytes.

**Florida Department of Environmental Protection
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Form for Personal and Contact Information

Your name as it appears on your Florida license:

Your Florida license number:

Company's Name:

County where your main office is located:

License/Physical Address:

Street:

City:

State:

Zip Code:

Mailing Address (if different from above):

Street:

City:

State:

Zip:

Your E-mail Address:

Telephone Number:

Fax Number (optional):

Mobile (optional):

FEID Number:

List any professional designations you have earned in the following table (if you need additional lines, press the tab key when the cursor is in the bottom, most-right cell):

| Professional Designations | Registration No. | Awarding Organization | Year Awarded |
|---------------------------|------------------|-----------------------|--------------|
| | | | |

List your appraisal educational experience (student or instructor) for the previous two years in the following table (if you need more lines, press the tab key when the cursor is in the bottom, most-right cell):

| Courses/Seminars Attended/Taught | Sponsoring Organization | Year Attended/Taught | Hours |
|----------------------------------|-------------------------|----------------------|-------|
| | | | |

Each educational hour is counted as one-tenth of a point; twelve points is the maximum awarded for educational experience.

**Florida Department of Environmental Protection
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Form for Identifying Previous Clients**

Name:

State of Florida Certification Number:

Provide the name and contact information of three clients who may be contacted as references below:

Client 1 Information:

Name of Person:

Office Phone:

Office Email:

Mailing Address:

Client 2 Information:

Name of Person:

Office Phone:

Office Email:

Mailing Address:

Client 3 Information:

Name of Person:

Office Phone:

Office Email:

Mailing Address:

I understand and agree that the foregoing information may be verified by contacting the organizations or individuals listed:

Signature:

Date:

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Form to Identify Counties Covered

Name:

State of Florida Certification Number:

Select the counties, from the following list, in which you will work and have geographic competency.

| No. | County | Check | No. | County | Check | No. | County | Check |
|-----|--------------|--------------------------|-----|--------------|--------------------------|-----|------------|--------------------------|
| | All Counties | <input type="checkbox"/> | | | | | | |
| 1. | Alachua | <input type="checkbox"/> | 23. | Hamilton | <input type="checkbox"/> | 45. | Nassau | <input type="checkbox"/> |
| 2. | Baker | <input type="checkbox"/> | 24. | Hardee | <input type="checkbox"/> | 46. | Okaloosa | <input type="checkbox"/> |
| 3. | Bay | <input type="checkbox"/> | 25. | Hendry | <input type="checkbox"/> | 47. | Okeechobee | <input type="checkbox"/> |
| 4. | Bradford | <input type="checkbox"/> | 26. | Hernando | <input type="checkbox"/> | 48. | Orange | <input type="checkbox"/> |
| 5. | Brevard | <input type="checkbox"/> | 27. | Highlands | <input type="checkbox"/> | 49. | Osceola | <input type="checkbox"/> |
| 6. | Broward | <input type="checkbox"/> | 28. | Hillsborough | <input type="checkbox"/> | 50. | Palm Beach | <input type="checkbox"/> |
| 7. | Calhoun | <input type="checkbox"/> | 29. | Holmes | <input type="checkbox"/> | 51. | Pasco | <input type="checkbox"/> |
| 8. | Charlotte | <input type="checkbox"/> | 30. | Indian River | <input type="checkbox"/> | 52. | Pinellas | <input type="checkbox"/> |
| 9. | Citrus | <input type="checkbox"/> | 31. | Jackson | <input type="checkbox"/> | 53. | Polk | <input type="checkbox"/> |
| 10. | Clay | <input type="checkbox"/> | 32. | Jefferson | <input type="checkbox"/> | 54. | Putnam | <input type="checkbox"/> |
| 11. | Collier | <input type="checkbox"/> | 33. | Lafayette | <input type="checkbox"/> | 55. | St. Johns | <input type="checkbox"/> |
| 12. | Columbia | <input type="checkbox"/> | 34. | Lake | <input type="checkbox"/> | 56. | St. Lucie | <input type="checkbox"/> |
| 13. | De Soto | <input type="checkbox"/> | 35. | Lee | <input type="checkbox"/> | 57. | Santa Rosa | <input type="checkbox"/> |
| 14. | Dixie | <input type="checkbox"/> | 36. | Leon | <input type="checkbox"/> | 58. | Sarasota | <input type="checkbox"/> |
| 15. | Duval | <input type="checkbox"/> | 37. | Levy | <input type="checkbox"/> | 59. | Seminole | <input type="checkbox"/> |
| 16. | Escambia | <input type="checkbox"/> | 38. | Liberty | <input type="checkbox"/> | 60. | Sumter | <input type="checkbox"/> |
| 17. | Flagler | <input type="checkbox"/> | 39. | Madison | <input type="checkbox"/> | 61. | Suwanee | <input type="checkbox"/> |
| 18. | Franklin | <input type="checkbox"/> | 40. | Manatee | <input type="checkbox"/> | 62. | Taylor | <input type="checkbox"/> |
| 19. | Gadsden | <input type="checkbox"/> | 41. | Marion | <input type="checkbox"/> | 63. | Union | <input type="checkbox"/> |
| 20. | Gilchrist | <input type="checkbox"/> | 42. | Martin | <input type="checkbox"/> | 64. | Volusia | <input type="checkbox"/> |
| 21. | Glades | <input type="checkbox"/> | 43. | Miami-Dade | <input type="checkbox"/> | 65. | Wakulla | <input type="checkbox"/> |
| 22. | Gulf | <input type="checkbox"/> | 44. | Monroe | <input type="checkbox"/> | 66. | Walton | <input type="checkbox"/> |
| | | | | | | 67. | Washington | <input type="checkbox"/> |

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Form for Identifying Appraisal Specialty Areas

Name:

State of Florida Certification Number:

Select the specialty areas for which you claim to meet the requirements of the Competency Rule in USPAP.

| Line | Specialty Description | Check |
|------|---|--------------------------|
| 1. | Agriculture (citrus, sugar cane, etc.) | <input type="checkbox"/> |
| 2. | Appraisals under federal standards | <input type="checkbox"/> |
| 3. | Conservation easements | <input type="checkbox"/> |
| 4. | Corridor/right of way land (proposed and existing) | <input type="checkbox"/> |
| 5. | Developments of Regional Impact | <input type="checkbox"/> |
| 6. | Environmentally Contaminated Property | <input type="checkbox"/> |
| 7. | Mineral resources and mining property | <input type="checkbox"/> |
| 8. | Minority vendor | <input type="checkbox"/> |
| 9. | Other (specify) | <input type="checkbox"/> |
| 10. | Partial Interests (access or utility, upland easements or leases, aerial fly zones, etc.) | <input type="checkbox"/> |
| 11. | Properties with known regulated species present | <input type="checkbox"/> |
| 12. | Properties with water dependent use (marinas, fish camps, sovereign land issues) | <input type="checkbox"/> |
| 13. | Property impacted by historic or archaeological areas | <input type="checkbox"/> |
| 14. | Springs | <input type="checkbox"/> |
| 15. | Timber land and resources | <input type="checkbox"/> |
| 16. | Urban improved property | <input type="checkbox"/> |

| | | | |
|------------|----------------------------------|-------|----------------------------------|
| Signature: | Click or tap here to enter text. | Date: | Click or tap here to enter text. |
|------------|----------------------------------|-------|----------------------------------|