

**NOTICE OF INTENT**  
**Office of the Governor**  
**Real Estate Appraisers Board**

(LAC 46:LXVII.10101 et seq)

The Louisiana Real Estate Appraisers Board has determined to amend its administrative rules in consideration of La. R.S. 49:964(D) and 966(K) and the April 1, 2025, Executive Order Number 25-038. During open meetings conducted on August 18, 2025 and November 17, 2025, the board reviewed 100 percent of its current administrative rules and the proposed rules and determined that the proposed rules are necessary, consistent with applicable law, aligned with its mission to protect the public interest by reasonably regulating real estate appraisers and appraisal management companies, and the benefits of the proposed changes outweigh their burdens and costs. Accordingly, the board hereby gives notice of its intent to initiate rulemaking and effectuate the proposed rules in accordance with the Administrative Procedure Act, R.S. 49:950 et seq, and the authority granted by La. R.S. 37:3391 et seq and La. R.S. 37:3415.1 et seq.

**Title 46**  
**PROFESSIONAL AND OCCUPATIONAL STANDARDS**  
**Part LXVII. Real Estate**

**Subpart 2. Appraisers**  
**Chapter 101. Authority**

**§ 10101. Adoption; authority**

A. The rules and regulations of the Louisiana Real Estate Appraisers Board ~~contained herein~~ included in this Subpart have been adopted pursuant to and in compliance with the Louisiana Real Estate Appraisers Law (R.S. 37:3391 et seq), and any violation of these rules or regulations shall be sufficient cause for any disciplinary action permitted by law.

B. The terms *license* and *certificate* are used interchangeably throughout the Louisiana Real Estate Appraisers Law and ~~appraiser board rules and regulations are synonymous~~ this Subpart and shall be interpreted to have the same meaning.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 39:3073 (November 2013), amended LR 42:872 (June 2016), repromulgated LR 43:2161 (November 2017), emergency LR 48:1267 (May 2022) expired, amended LR 48:2735 (November 2022), LR 52:

**§ 10103. Open meetings; electronic means; disability accommodations**

A. The board is a state agency, as defined by R.S. 49:951, and is authorized to conduct and its members may attend and participate in open meetings via electronic means in accordance with the Open Meetings Law (R.S. 42:11 et seq), including but not limited to R.S. 42:17.2 and 17.2.1.

B. The board shall provide for participation via electronic means on an individualized basis for persons with disabilities. “Persons with disabilities” means or includes the following:

1. A member of the public with a disability recognized by the Americans with Disabilities Act (ADA) or his or her designated caregiver; or

2. A participant board member with an ADA-qualifying disability.

C. Upon receipt of any reasonable accommodation request by a person with disabilities, relative to participation via electronic means, the board’s designated representative shall provide the requestor with the teleconference or videoconference link as soon as possible following receipt of the request but no later than the start of the scheduled meeting. Any other related reasonable accommodation request shall be considered in accordance with applicable law.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:17.2 and 17.2.1.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 52:

**§ 10105. Reporting; change of contact information of record**

A. Each licensee or registrant shall notify the board, in writing, within 10 days of a change in any of the following contact information of record:

1. mailing address, business address, residence address, or email address;

2. primary telephone number; and

3. any other required contact information for the business or domicile of record for the licensee or registrant.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3396.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 52:

**Chapter 103. License Requirements**

**§ 10301. Applications/Renewals**

~~A. Applications for licensing shall be submitted on forms prescribed by the board and shall be accompanied by the prescribed fees in R.S. 37:3407.~~

~~B. The board shall issue an~~ An examination authorization will be issued by the board on receipt of a properly completed application.

~~C.~~ B. When an applicant has made a false statement of material fact on an initial or renewal application for a license or registration, or in any document submitted in connection with

the application process, such false statement ~~may in itself be~~ constitutes sufficient grounds for refusal of a license.

~~D.~~ C. The responsibility for timely submission of the renewal application and payment of the required fees rests solely with the applicant.

~~E. — A nonresident real property appraiser licensed in another state, commonwealth, or territory shall submit a completed application form and fees prescribed by the board, including an irrevocable consent to service of process in this state.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395, 3396, and 3401.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1425 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1332 (June 2005), LR 37:332 (January 2011), LR 41:368 (February 2015), LR 52:

### **§ 10303. Examination**

A. Any applicant who fails an examination may apply to retake the examination by submitting a copy of the fail notice and a new examination processing fee to the board ~~within 90 days of failed test date.~~ If the applicant has not successfully passed the examination after ~~After~~ one year from the date the application was filed, the applicant shall be required to submit a new application and remit all prescribed fees to be eligible for the licensing examination.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3398.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1425 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1332 (June 2005), LR 37:332 (January 2011), LR 41:368 (February 2015), LR 45:419 (March 2019), LR 52:

### **§ 10305. Fees; nonsufficient checks**

A. ~~Except as otherwise provided in the rules and regulations of the board,~~ All fees submitted to the board are nonrefundable and shall be imposed in accordance with R.S. 37:3407.

B. - D. ...

E. Nonsufficient funds. Persons issuing checks that are returned by financial institutions will be notified, in writing, of the return of the check ~~by certified mail~~ to the address registered with the board. Within 10 days from the mailing or electronic delivery of the notification, the person issuing the check shall remit a certified check, cashier's check, or money order payable to the Louisiana Real Estate Appraisers Board in the amount of the returned check plus a \$25 processing fee.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3407.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1425 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1333 (June 2005), LR 45:420 (March 2019), LR 52:

**§ 10308. Appraiser Trainees; supervision; termination**

A. A certified residential or certified general real property appraiser may ~~engage~~ supervise ~~trainee appraisers in accordance with the requirements of R.S. 37:3391 et seq and the applicable editions of both the Real Property Appraiser Qualification Criteria, or its successor, and the Uniform Standards of Professional Appraisal Practice or its successor, a licensed appraiser trainee to assist in the performance of real estate appraisals, provided the following criteria are met:~~

~~1. The certified residential or certified general real property appraiser shall supervise no more than a total of three trainees at any one time, either as employees or subcontractors, in all states.~~

~~2. The certified residential or certified general real property appraiser shall be responsible for the conduct of the licensed appraiser trainees and shall supervise their work product, in accordance the guidelines and requirements of the “2018-2019 Uniform Standards of Professional Appraisal Practice” or its successor.~~

~~3. The supervising certified residential or certified general real property appraiser shall accompany the licensed appraiser trainee on inspections of the subject property until the certified residential or certified general real property appraiser feels the appraiser trainee is competent to do so based on the type of property and assignment.~~

~~4. The supervising certified residential or certified general real property appraiser shall sign every appraisal report prepared by a licensed appraiser trainee who acts under the supervision of the certified residential or certified general real property appraiser.~~

~~5. B. The supervising certified residential or certified general real property supervisory appraiser shall immediately notify the board and the licensed appraiser trainee, in writing, when the certified residential or certified general real property supervisory appraiser terminates the supervision of the licensed appraiser trainee appraiser. The trainee appraiser shall not engage in a real estate appraisal at any time that he or she is not registered under the supervision of a supervisory appraiser. must suspend practice unless he/she has more than one supervisor or must get supervision from another supervisor.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3392 and 3395.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 31:1333 (June 2005), amended LR 37:333 (January 2011), LR 41:368 (February 2015), LR 42:870 (June 2016), LR 45:420 (March 2019); LR 52:

**§ 10309. Application; Education; ~~for~~ Experience Credit**

A. Applicants for a ~~certified residential or certified general~~ real property appraiser license shall satisfy the education and experience requirements, as included in the applicable edition of the Real Property Appraiser Qualification Criteria, or its successor, prior to receiving an authorization for testing.

B. Experience credit shall be reviewed and approved by the board in accordance with the applicable edition of the Real Property Appraiser Qualification Criteria, or its successor. ~~The Real Property Appraiser Qualification Criteria, May 2018, prescribed by the Appraiser Qualifications Board of the Appraisal Foundation (AQB) or its successor~~. Calculation of experience hours shall be based solely on actual hours of experience.

C. Only those real property appraisals consistent with the “Uniform Standards of Professional Appraisal Practice” or its successor ~~will~~ may be accepted by the board for experience credit.

D. A peer review committee appointed by the board, ~~as prescribed in~~ pursuant to R.S. 37:3395.1, shall serve in the following capacity.

1. Committee members shall serve at the discretion of the board and may be removed at any time, with or without cause, upon written notice from the board.

2. ~~The initial term of each committee member shall be for a period of two years, which shall automatically extend for successive two year terms, until such time that the member resigns from the committee, is replaced by a new board appointee, or is removed by the board.~~

3. ~~Committee members shall be certified residential or certified general real estate appraisers that have been licensed in good standing for a minimum of five years.~~

4. ~~Committee members shall have completed the supervisory appraiser course, or its equivalent, as determined by the board.~~

5. ~~Committee members may decline any request for direct mentoring without prejudice.~~

6. ~~Duties of the peer review committee shall not require committee meetings or reports to the board, as each member shall operate independent of the other members; however, members shall be subject to oversight by the board and shall respond accordingly to any board inquiry.~~

7. ~~Committee members shall be available to licensed trainees and certified appraisers via telephone or e-mail for direct mentoring, which may include one or more of the following:~~

a. ~~examination of appraisals or other work samples;~~

b. ~~feedback to mentored appraiser regarding examined work samples;~~

- e. ~~help with appraisal methodology; and~~
- d. ~~answering queries on specific appraisal assignments.~~

8. ~~Committee members assigned to assist investigators shall provide the following assistance, as needed:~~

- a. ~~specific appraisal methodology insight;~~
- b. ~~uniform standards of professional appraisal practice insight;~~
- c. ~~benefit of competency and experience in appraisal practice; and~~
- d. ~~any other available assistance, as requested.~~

9. 2. Committee members assigned to assist investigators shall remove themselves from any investigation where there may be an actual or perceived conflict of interest.

E. An applicant who ~~that~~ is currently licensed and in good standing in a state approved by the Appraisal Subcommittee (ASC) of the Federal Financial Institutions Examination Council (FFIEC) shall be deemed to satisfy the experience requirements for the same level of licensure in Louisiana. The applicant shall provide appropriate documentation as required by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3395.1.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1426 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1333 (June 2005), LR 37:333 (January 2011), LR 39:310 (February 2013), LR 41:368 (February 2015), LR 42:871 (June 2016), LR 45:420 (March 2019), LR 52:

### **§ 10311. Residential Experience Requirements**

A. This Section regarding determination of experience credit applies to all real property appraiser license classes defined in R.S. 37:3397. ~~A minimum of 1500 hours of appraisal experience in no fewer than 12 months is required.~~

A.1. - B. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 through 3397.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1426 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board of Certification, LR 29:126 (February 2003), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1334 (June 2005), LR 37:333 (January 2011), LR 41:369 (February 2015), LR 45:420 (March 2019), LR

## **§ 10313. General Experience Requirements Repealed**

### Repealed.

~~A. Three thousand hours of appraisal experience in no fewer than 18 months is required, where a minimum of 1500 hours must be obtained in non-residential appraisal work.~~

~~1. When an appraisal report is signed by more than one person, credit for said assignment shall be claimed according to the number of actual hours worked by each person. For the purpose of granting credit, a person signing in the capacity of a review or supervisory appraiser is not considered as a co-signer on the report, provided that his or her role as such is clearly indicated in the report.~~

~~2. If the applicant for experience credit was unable to sign the report, but is mentioned in the certification as having provided significant professional assistance, a proportional amount of credit based on the number of contributors to the report can be requested. Credit will not be granted if professional assistance was not disclosed.~~

~~B. Verification of experience may include any or all of the following:~~

~~1. client verification of appraisal reports for which the applicant has requested experience credit;~~

~~2. submission of selected reports to the board upon request to determine compliance with Uniform Standards of Professional Appraisal Practice (USPAP);~~

~~3. field inspection of all reports identified by the applicant at the applicant's office during normal business hours;~~

~~4. requiring the applicant to personally appear before the board, or provide additional information deemed necessary by the board to make an informed decision on the application for licensure.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 through 3397.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1427 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board of Certification, LR 29:126 (February 2003), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1334 (June 2005), LR 37:333 (January 2011), LR 41:369 (February 2015), LR 42:871 (June 2016), LR 45:420 (March 2019), LR 52:

## **§ 10315. Appraisal Review Requirements**

A. For the purposes of this Subpart, “appraisal review” means the act or process of developing an opinion about the quality of another appraiser’s work (i.e., a report, part of a report, a workfile,

or some combination of these), that was performed as part of an appraisal or appraisal review assignment.

B. An appraiser shall develop and report appraisal reviews in accordance with the applicable edition of the Uniform Standards of Professional Appraisal Practice or its successor. In reviewing an appraisal, the appraiser must observe the following guidelines:

- ~~1. identify the report being reviewed, the real estate and real property interest being appraised, the effective date of the opinion in the report being reviewed, and the date of the review;~~
- ~~2. identify the scope of the review process to be conducted;~~
- ~~3. form an opinion as to the adequacy and relevance of the data and the propriety of any adjustments to the data;~~
- ~~4. form an opinion as to the appropriateness of the appraisal methods and techniques used to develop the reasons for any disagreements;~~
- ~~5. form an opinion as to the correctness and appropriateness of the analyses, opinions, and/or conclusions in the report being reviewed, and develop the reasons for any disagreements;~~
- ~~6. state in the letter of transmittal whether or not exterior or interior building inspections were made and, if so, when and by whom;~~
- ~~7. the review must be in writing.~~

~~B. In reporting the results of an appraisal review, the appraiser must:~~

- ~~1. disclose the nature, extent, and detail of the review process undertaken;~~
- ~~2. disclose the information that must be considered in § 10315.A.1 and 2;~~
- ~~3. set forth the opinions, reasons, and conclusions required in § 10315.3, 4, and 5;~~
- ~~4. include a signed certification.~~

C. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1428 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1335 (June 2005), LR 37:334 (January 2011); LR 52:

## § 10319. Temporary Practice ~~License~~ Registration

A. An applicant shall be granted a temporary practice ~~license~~ registration to perform the appraisal assignment described in his or her application, if:

A.1. - A.2. ...

3. the applicant has satisfied the board as to his qualifications and eligibility for temporary ~~licensing~~ registration privileges; and

4. the time projected by the applicant for completion of the assignment is reasonable, given the scope and complexity of the assignment.

~~B. Application for a temporary practice license shall be made on forms prescribed by the board.~~

~~C. B. Licensing privileges granted under the provisions of this Subsection~~ A temporary practice registration shall expire upon completion of the appraisal assignment described in the relevant application for temporary ~~licensing~~ registration.

~~D. C.~~ The board shall reasonably extend the applicant's projected temporary practice ~~license~~ registration expiration date, if the applicant shows, in writing, that additional time is needed to complete the assignment.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3401.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 42:871 (June 2016), LR 52:

## Chapter 104. Education Providers/Course Approval

### § 10401. Approval of Education Providers

A. ...

B. The occurrence of any of the following ~~events~~ shall constitute grounds for refusal to grant approval as an education provider:

1. the applicant has been convicted of a forgery, embezzlement, obtaining money under false pretenses, larceny, extortion, conspiracy to defraud, or theft, or has been convicted of a felony ~~or a crime involving moral turpitude~~ in any court of competent jurisdiction;

2. the applicant has made a false statement of material fact on the application;

3. the applicant refuses to agree to monitoring of courses by the board or its duly authorized representatives to ensure that approved courses satisfy the requirements required by the

board and the applicable edition of the Real Property Appraiser Qualification Criteria or its successor.

C. - D.1. ...

2. ensure that all course offerings satisfy all requirements mandated by the board and ~~The Real Property Appraiser Qualification Criteria, May 2018, prescribed by the Appraiser Qualifications Board of the Appraisal Foundation (AQB),~~ the applicable edition of the Real Property Appraiser Qualification Criteria or its successor.

D.3. - D.5. ...

6. report any change in ~~business~~ registered mailing or physical address, email address, or telephone number to the board, in writing, within 10 days of the date of the change.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1429 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1336 (June 2005), LR 45:420 (March 2019), LR 52:

### **§ 10403. Approval of Qualifying/Continuing Education Courses**

A. Education providers shall apply directly to the board for qualifying and continuing education course approval. Application forms ~~will~~ shall be ~~provided~~ prescribed by the board. Information to be submitted for each course offering shall include:

A.1. - B. ...

C. All approved courses ~~will~~ shall be valid through December 31 following the initial approval date. The board may extend such approval for the next renewal period if course materials remain current or are updated as changes in the applicable law or rules require. Courses approved through the Appraiser Qualifications Board (AQB) of the Appraisal Foundation/International Distance Education Certification Center (IDECC) ~~will~~ shall be valid through the AQB/IDECC issued expiration date.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1429 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1336 (June 2005), LR 37:334 (January 2011), LR 45:420 (March 2019), LR 52:

### **§ 10405. ~~Course Requirements~~ Repealed**

Repealed.

~~A.—The board shall require approved providers to follow model curriculum guidelines in accordance with The Real Property Appraiser Qualification Criteria, May 2018, prescribed by the Appraiser Qualifications Board of the Appraisal Foundation (AQB) to assure comprehensive coverage of appraisal topics which meet the educational requirements for trainee, certified residential, and certified general real property appraiser licenses.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1429 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1336 (June 2005), LR 45:421 (March 2019), LR 52:

### **§ 10407. Qualifying Education Repealed**

Repealed.

~~A.—The board shall require approved providers to follow model curriculum guidelines in accordance with The Real Property Appraiser Qualification Criteria, May 2018, prescribed by the Appraiser Qualifications Board of the Appraisal Foundation (AQB), or its successor, to assure comprehensive coverage of appraisal topics which meet the qualifying educational requirements for trainee, certified residential, and certified general real property appraiser licenses.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1429 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1336 (June 2005), LR 37:334 (January 2011), LR 45:421 (March 2019), LR 52:

### **§ 10409. Continuing Education**

~~A. The board shall require approved providers to follow model curriculum guidelines in accordance with The Real Property Appraiser Qualification Criteria, May 2018, prescribed by the Appraiser Qualifications Board of the Appraisal Foundation (AQB), or its successor, to assure comprehensive coverage of appraisal topics which meet the continuing educational requirements for trainee, certified residential, and certified general real property appraiser licenses.~~

~~B. Education that is not obtained through a board-certified an approved continuing education provider shall be submitted to the board, prior to submission of the appraiser's application for license renewal, for review to determine whether the course complies with the applicable edition of the Real Property Appraiser Qualification Criteria, or its successor, and shall be credited and approval towards the appraiser's annual continuing education requirement pursuant to R.S. 37:3408.~~

~~C. B. Course work completed by licensees through non-approved providers will shall be considered for credit by the board on an individual basis.~~

~~D.~~ C. Licensees seeking approval for course work obtained through non-approved providers ~~must apply directly to the board for credit toward the license renewal requirement.~~ Each submission made in accordance with this Section shall include a cover letter that contains the licensee's complete name, mailing address, and telephone number, with the following documentation:

C.1. - C.5. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1430 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1337 (June 2005), LR 37:335 (January 2011), LR 45:421 (March 2019), LR 52:

### **§ 10411. Instructor Qualifications**

A. Instructors for qualifying education courses ~~must~~ shall satisfy at least one of the following qualification requirements:

A.1. - B.4. ...

C. Instructors of the 15-hour National USPAP Course and seven-hour National USPAP Update Course shall be certified by the Appraiser Qualifications Board (AQB) and hold a current license as a state certified real property appraiser.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1430 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 37:335 (January 2011), LR 52:

### **§ 10413. Americans with Disabilities Act (ADA) Compliance**

A. For purposes of ~~meeting the requirements of~~ good faith compliance with the Americans with Disabilities Act (ADA), the board may permit an alternative method of course delivery other than the ~~regular~~ typical method of presentation. ~~The board may require verification~~ Verification of the disability of the individual ~~requiring completion of the course work through an~~ requesting the alternative delivery method ~~may be required by the board~~ prior to granting such a request in accordance with applicable law.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 37:335 (January 2011), LR 52:

## **§ 10417. Distance Education Courses**

A. ...

B. Any educational course based on the geographical separation of the learner and the instructor (e.g., CD ROM, on-line learning, correspondence courses, video conferencing, etc.) ~~must~~ shall provide for interaction between the learner and the instructor. Courses designed for both qualifying education credit and continuing education credit ~~must~~ shall include testing and proof of passage shall be furnished to students successfully completing the examination.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1431 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 41:370 (February 2015), LR 52:

## **§ 10419. Video Presentations in Classroom Instruction Repealed**

Repealed.

~~A. — Video presentations will be accepted for qualifying and continuing education credit only when used as a training aid by an instructor in a classroom setting.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), LR 52:

## **§ 10421. Combining Appraisal and Real Estate Prelicensing Courses Prohibited Repealed**

Repealed.

~~A. — Appraisal courses combined with real estate salesperson and/or broker prelicensing courses offered by schools certified by the Louisiana Real Estate Commission and approved by the board as education providers will not be accepted by the board as qualifying education.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), LR 52:

## **§ 10423. Determination of Credit Hours for Qualifying Education**

A. ~~Each course credited toward an individual's educational requirement must represent a progression in which the individual's knowledge is increased. Full Qualifying education credit will shall not be granted to an individual for courses completed in duplicate, unless otherwise required by applicable law or rule. ~~which are repetitive in nature.~~~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), LR 52:

### **§ 10425. Approval of Education Providers Repealed**

Repealed.

~~A. A final examination is required on courses administered for the purpose of additional education when directed by the board. Completion of these courses shall be evidenced by a certificate of course completion issued by the education provider. Such courses shall not be used to satisfy the requirement for continuing education in the applicable recertification period.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisers Board of Certification, LR 25:1431 (August 1999), LR 52:

## **Chapter 105. Investigations and Adjudicatory Proceedings**

### **§ 10501. Investigations**

A. The board may, upon its own motion, and shall, upon the verified, written complaint ~~in writing~~ of any person alleging violations of the laws or rules of the board, investigate the actions of a licensee or certificate holder, or any person who assumes to act as such. Written complaints shall bear the signature of the complainant or that of his legal representative before any action will be taken thereon by the board. The board shall not be required to take any action relating to an unsigned or anonymous complaint.

B. Upon documented probable cause, the executive director of the board may issue written authorization to investigate apparent violations of the Louisiana Real Estate Appraisers Law and/or the rules and regulations of the board.

~~C. Investigations shall be conducted by the staff of the Louisiana Real Estate Appraisers Board and/or the Louisiana Real Estate Commission.~~

~~D. If, during the course of an investigation, documented probable cause is established indicating that violations of the Louisiana Real Estate Appraisers Law and/or the rules and regulations of the board have been committed by any licensee or certificate holder other than the licensee or certificate holder against whom the original complaint was made, the additional licensee or certificate holder(s) may be added as respondent(s) to the investigation in the absence of any written complaint alleging such violations.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 52:

### **§ 10503. ~~Technical Assistance~~ Repealed**

Repealed.

~~A. — In any investigation conducted by the staff of the commission, the chairman The executive director of the board may be requested to assign may request a member of the board to provide technical assistance to the investigator conducting the from a member of the board in any investigation.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1431 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 52:

### **§ 10505. Cooperation**

A. - B. ...

C. Any failure of a respondent to timely comply with this Section shall constitute a violation of this Subpart.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1432 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 52:

### **§ 10507. ~~Adjudicatory Proceedings~~ Repealed**

Repealed.

~~A. — As the result of an investigation, when it appears that violations of the Louisiana Real Estate Appraisers Law and/or rules and regulations of the board may have been committed by a licensee or certificate holder, the violations may be adjudicated through informal or formal adjudicatory proceedings.~~

#### ~~1. — Informal Adjudicatory Proceedings~~

~~a. — The complaint may be concluded informally without a public hearing on the recommendation of the hearing examiner and the concurrence of the executive director.~~

~~b. — An informal hearing may be conducted only when there is an admission by the respondent that the violation(s) were committed as alleged.~~

~~c. — A preliminary notice of adjudication shall be issued to advise the respondent of the violation(s) alleged and to advise the respondent that the matter can be resolved informally should the respondent desire to admit to committing the act(s) specified and submits a written request that the matter be resolved informally.~~

~~d. — A hearing officer shall be appointed by the executive director to conduct an informal hearing with the respondent.~~

~~e. — The informal hearing shall be attended by the hearing examiner and, if necessary, the case investigator, or in the absence of the case investigator, a designated representative. The hearing examiner shall inform the hearing officer of the administrative, jurisdictional, and other matters relevant to the proceedings.~~

~~f. — Following an admission by the respondent that the violations were committed as alleged, the hearing officer may enter into a recommended stipulations and consent order to include the imposition of any sanctions authorized by the Louisiana Real Estate Appraisers Law.~~

~~g. — No evidence will be presented, no witnesses will be called and no formal transcript of the proceedings will be prepared by the board.~~

~~h. — In the written document the respondent must stipulate to having committed the act(s) in violation of the Louisiana Real Estate Appraisers Law or the rules and regulations of the board, accept the sanctions recommended by the hearing officer, and waive any rights to request a rehearing, reopening, or reconsideration by the board, and the right to judicial appeal of the consent order.~~

~~i. — At the informal hearing, the respondent shall admit to having committed the act(s) specified, accept the sanctions recommended by the hearing officer, and waive the specified appellate rights, or the alleged violations shall be referred to a formal adjudicatory hearing.~~

~~j. — If the respondent does execute a stipulation and consent order, the executive director shall submit the document to the board at the next regular meeting for approval and for authorization to allow the executive director to execute the consent order in the name of the board.~~

~~k. — Any consent order executed as a result of an informal hearing shall be effective on the date approved by the board.~~

~~l. — The actions of the board relative to all consent orders shall be noted in the minutes of the meeting at which the consent order is considered and authorization is granted to the executive director to execute the order in the name of the board.~~

## ~~2. — Formal Adjudicatory Proceedings~~

~~a. — All formal public adjudicatory hearings shall be conducted under the auspices of R.S. 37:3409 and Chapter 13, Title 49 of the Louisiana Revised Statutes.~~

~~b. — Board members who have provided technical assistance in any matter adjudicated at a formal adjudicatory proceeding shall recuse themselves and not participate in any portion of the proceedings.~~

~~e. — The order issued by the board pursuant to any formal public adjudicatory proceeding shall become effective on the eleventh day following the date the order is issued by the board and entered into the record at the proceedings.~~

~~d. — If a request for rehearing, reopening, or reconsideration of the order of the board is timely filed and denied by the board, the order shall become final on mailing of the notice of the board's final decision on the request.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409 and R.S. 49:975 et seq.

HISTORICAL NOTE: Promulgated by the Department of Economic Development, Real Estate Appraisal Board of Certification, LR 25:1432 (August 1999), amended by the Office of the Governor, Real Estate Appraisers Board, LR 31:1338 (June 2005), LR 37:335 (January 2011), LR 52:

### **§ 10509. Appellate Proceedings Repealed**

#### Repealed.

##### ~~A. — Rehearings~~

~~1. — An order of the board shall be subject to rehearing, reopening or reconsideration by the board on receipt of a written request from a respondent. An application for rehearing, reopening or reconsideration must be postmarked or received at the office of the board within 10 days from the date of entry of the order rendered by the board.~~

~~2. — The date of entry is the date the order is issued by the board and entered into the record at the formal adjudicatory proceedings.~~

~~3. — The request shall be reviewed by the board attorney for compliance with the Administrative Procedure Act. A finding by the board attorney that the request does not establish grounds for rehearing, reopening or reconsideration shall result in a denial of the request.~~

##### ~~B. — Judicial Review~~

~~1. — Proceedings for judicial review of an order issued by the board may be instituted by filing a Petition for Judicial Review in the Nineteenth Judicial District Court in the Parish of East Baton Rouge.~~

~~2. — In the event a request for rehearing, reopening or reconsideration has been filed with the board, the party making the request shall have 30 days from the final decision on the request within which to file a Petition for Judicial Review.~~

~~3. — If a request for rehearing, reopening or reconsideration is not filed with the board, the Petition for Judicial Review must be filed in the Nineteenth Judicial District Court within 30 days after the mailing of the order of the board.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409 and R.S. 49:975 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 31:1339 (June 2005), LR 52:

### **§ 10511. Costs of Adjudicatory Proceedings**

A. ~~Following~~ ~~On~~ a finding that a respondent has committed ~~the violation(s)~~ one or more violations as alleged in any ~~formal or informal~~ adjudicatory proceeding, the respondent may be assessed the administrative costs of the proceeding and investigation as determined by the board. Payment of ~~these~~ the assessed costs shall be a condition of satisfying any order issued by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395 and 3409.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 31:1339 (June 2005), LR 52:

### **§ 10513. Stay of Enforcement Repealed**

Repealed.

~~A. — The filing of a petition for judicial review does not itself stay enforcement of an order issued by the board. A stay of enforcement will be granted only when directed by the court conducting a judicial review of adjudication.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 31:1339 (June 2005), LR 52:

## **Chapter 107. Appraisal Management Companies**

### **§ 10701. Appraiser Requirements and Prohibitions**

A. It shall be unlawful for a licensee or certificate holder to enter into an agreement to perform valuation services, written or otherwise, with an appraisal management company, or a person, corporation, partnership, sole proprietorship, subsidiary, unit, or other business entity that engages, or attempts to engage, in the activities of an appraisal management company, as defined in ~~R.S. 37:3415.2(a)–(b)~~ R.S. 37:3415.2, unless the appraisal management company, person, corporation, partnership, sole proprietorship, subsidiary, unit, or other business entity is licensed in accordance with the Louisiana Appraisal Management Company Licensing and Regulation Act (R.S. 37:3415.1 et seq.).

B. A licensee or certificate holder ~~that~~ who performs valuation services for an appraisal management company may include the license number of the appraisal management company in all appraisal reports or other instruments used by the licensee or certificate holder in conducting real property appraisal activities for the appraisal management company.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3395.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 39:311 (February 2013), LR 52:

### **Subpart 3. Appraisal Management Companies**

#### **Chapter 301. Authority**

#### **§ 30101. Adoption; Powers of the Board**

A. The rules and regulations of the Louisiana Real Estate Appraisers Board ~~pertaining to the licensing and regulation of appraisal management companies~~ included in this Subpart have been adopted pursuant to and in compliance with R.S. 37:3415.1 et seq. Any violation of these rules and regulations shall be sufficient cause for any disciplinary action permitted by law.

B. The board shall have the full power and authority to:

1. regulate the issuance of appraisal management company licenses;
2. censure appraisal management company licensees; ~~and~~
3. suspend or revoke appraisal management company licensees; and
4. levy fines or impose civil penalties not to exceed fifty thousand dollars in accordance with R.S. 37:3415.19; and
5. require each licensee or registrant to notify the board, in writing, within 10 days of a change in any of the following contact information of record:
  - a. mailing address, business address, residence address, or email address;
  - b. primary telephone number; and
  - c. any other required contact information for the business or domicile of record for the licensee or registrant.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2406 (August 2011), LR 52:

### **Chapter 303. Forms and Applications**

#### **§ 30301. Initial License Applications**

A. ~~Applications for initial licensing as an appraisal management company shall be in such forms and detail as prescribed by the board. Applicants shall submit all documentation requested on the application and shall adhere to any directions and deadlines prescribed therein.~~

~~B.~~ Applications for initial licensing licensure as an appraisal management company shall include, at a minimum, the following information:

1. the name, business address, telephone number, and ~~the~~ email address of the applicant;

2. the name, address, and contact information of each individual or entity that has any ownership interest in the appraisal management company;

A.3. - A.4. ...

~~C.~~ B. Applicants Applications for initial licensing licensure as an appraisal management company shall ~~include, at a minimum, the following certifications.~~ acknowledge and certify all the following, at a minimum:

1. The applicant has a system in place to verify that all ~~Louisiana~~ real estate appraisers on the panel of the appraisal management company are Certified Residential or Certified General Appraisers.

2. The applicant has a system in place to review the work of all independent appraisers performing appraisal services, which shall be conducted in conformity with the applicable edition of the Uniform Standards of Professional Appraisal Practice, or its successor.

~~a. The appraisal services shall be conducted in conformity with the Uniform Standards of Professional Appraisal Practice.~~

B.3. - B.4. ...

~~5. The applicant can attest to the good moral character of the individuals that are directed to manage the appraisal management company business.~~

~~D.~~ C. Applications for initial licensing licensure as an appraisal management company shall be submitted, at a minimum, with the following documentation:

C.1. - C.2. ...

3. a copy of the resolution or other document executed by a principal of the appraisal management company designating a controlling person; and

C.4. ...

~~E.~~ D. When an applicant has made a false statement of material fact ~~on an initial license application or in any related document submitted therein to the board,~~ such false statement ~~may in itself be~~ constitutes sufficient grounds for refusal of an initial license.

~~F. — If the board denies an application for initial licensing, the applicant shall be notified in writing and shall be afforded an opportunity for a hearing before the board to show cause as to why the application should not be denied.~~

~~G.~~ E. If the board determines that an applicant has satisfactorily met the prescribed requirements for initial licensing, a Louisiana appraisal management company license shall be issued to the applicant.

~~H. — Initial licenses shall be issued for a period of 12 months and shall expire one year from the date the initial license is issued. Conducting any activity authorized by the license after the date of expiration shall be deemed a violation of this Chapter.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2407 (August 2011), LR 52:

### **§ 30302. Surety Bond Required; Amount and Conditions; Filing**

A. - E. ...

F. A licensee who elects to submit a cash deposit or security in lieu of a surety bond, as provided in ~~R.S. 37:3515.3(D)(5)~~ R.S. 37:3415.3, shall restore the cash deposit or security annually upon license renewal, if a claim has reduced the deposit amount or security below \$20,000.

G. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 39:3072 (November 2013), LR 52:

### **§ 30303. License Renewal Applications**

A. - B. ...

C. When an applicant has made a false statement of material fact on a license renewal application, or in any related document ~~submitted therein~~, such false statement ~~may in itself be~~ constitutes sufficient grounds for refusal of a renewal license.

D. A licensee that fails to renew by ~~the expiration date of the annual license~~ December thirty-first of each calendar year in accordance with R.S. 37:3415.6 shall be prohibited from operating as an appraisal management company in Louisiana until such time that the license has been renewed and any further requirements of the board have been met.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2407 (August 2011), LR 52:

## **Chapter 304. Competency**

### **§ 30401. Appraiser License Verification**

A.1. - A.4. ...

5. is aware that ~~misrepresentation of competency may be subject to the mandatory reporting requirement in the most current version~~ all appraisal services rendered in Louisiana shall comply with the applicable edition of the Uniform Standards of Professional Appraisal Practice (USPAP), or its successor.

B. Subsequent to a completed appraisal being submitted to the assigning licensee, any request made by the appraisal management company for additional information that may impact or alter the opinion of value stated therein shall be made by the certified appraiser completing the appraisal review.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 39:3072 (November 2013), LR 52:

## **Chapter 305. Responsibilities and Duties**

### **§ 30501. Record Keeping**

A. ...

B. In addition to the records that shall be maintained in Subsection A of this Section, licensees shall maintain a complete list of all real estate fee appraisers approved by the licensee to receive appraisal assignments. The list shall include, ~~but is not limited to,~~ at least the following information ~~on~~ regarding each fee appraiser:

B.1. - B.3. ...

4. the areas in which each fee appraiser considers ~~him/herself~~ himself or herself geographically competent ~~broken down~~ enumerated by parish ~~and/or~~ or zip code;

B.5. - B.6. ...

7. the ~~turn~~ time in which the appraisal services are required to be performed;

B.8. B.9. ...

10. the fee, ~~or~~ remuneration, or monetary compensation for each report or assignment.

C. - E. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2407 (August 2011), amended LR 39:3072 (November 2013), LR 52:

### **Chapter 307. Prohibited Activities**

#### **§ 30701. Improper Influence**

A. - A.4.a. ...

b. the appraiser has violated the applicable edition of the Uniform Standards of Professional Appraisal Practice or its successor, or other applicable state statutes or rules; or

A.4.c. - A.9. ...

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2408 (August 2011), amended LR 42:871 (June 2016), LR 52:

#### **§ 30703. Exemptions to Prohibited Activities**

A. It shall not be deemed a ~~prohibitive~~ prohibited activity to:

1. provide an appraiser with a copy of the sales contract for a purchase transaction; or
2. ~~request additional information from an independent appraiser about the basis for a valuation;~~
3. ~~request that an independent appraiser correct factual errors in an appraisal report;~~  
or
4. 2. request that an independent appraiser provide further substantiation, detail, or explanation for the appraiser's value conclusion.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2408 (August 2011), LR 52:

### **Chapter 309. Disciplinary Authority; Enforcement and Hearings**

#### **§ 30900. Investigations**

A. The board may, upon its own motion, and shall, upon the verified, written complaint ~~in writing~~ of any person alleging violations of the laws or rules of the board, investigate the actions of a licensee or certificate holder, or any person who assumes to act as such. Written complaints

shall bear the signature of the complainant or that of his legal representative before any action will be taken thereon by the board. The board shall not be required to take any action relating to an unsigned or anonymous complaint.

B. ...

~~C. — Investigations shall be conducted by the staff of the Louisiana Real Estate Appraisers Board and/or the Louisiana Real Estate Commission.~~

~~D. — If, during the course of an investigation, information is established indicating that violations of the Louisiana Appraisal Management Company Licensing and Regulation Act and/or the rules and regulations of the board have been committed by any licensee other than the licensee against whom the original complaint was made, the additional licensee may be added as a respondent to the investigation in the absence of any written complaint alleging such violations.~~

~~E.~~ C. The board may file suit in the Nineteenth Judicial District Court in the parish of East Baton Rouge to enforce a subpoena against any person that does not comply with a subpoena issued by the board.

~~F.~~ D. Full or partial compliance audits may be authorized by the executive director, or by affirmative vote of the board, to determine compliance with all provisions of applicable law and rules. A maximum of 10 percent of all registered licensees may be subject to audit in any calendar year. Licensees selected for audit shall be given 10 days written notice prior to commencement of the audit.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 39:3073 (November 2013), LR 52:

### **§ 30901. Causes for Censure, Suspension, Revocation, or Denial of a License**

A. In accordance with R.S. 37:3415.19, the ~~The~~ Louisiana Real Estate Appraisers Board may censure, deny, suspend, or revoke an appraisal management company license, or may restrict or limit the activities of an appraisal management company or a person who owns an interest in or participates in the business of the appraisal management company, if the board finds that any of the following circumstances apply.

1. The application for licensing is found to contain one or more statements that, in light of the circumstances under which they were made, are false or misleading with respect to a material fact.

~~2. — The licensee has failed to comply with the rules and regulations of the board and/or the Louisiana Appraisal Management Company Licensing and Regulation Act.~~

~~3.~~ 2. The licensee's controlling principal has pled to or been found guilty ~~to~~ of a felony or, within the past ten years, has pled guilty or been convicted of a misdemeanor involving mortgage lending or real estate appraising or has committed ~~an offense~~ a violation of applicable

~~laws or rules involving breach of trust, fraud, or dishonesty, moral turpitude, fraudulent or dishonest dealings.~~

~~4. 3. The licensee is permanently or temporarily enjoined by a court of competent jurisdiction from engaging in or continuing to conduct any practice involving appraisal management services or operation of an appraisal management company.~~

~~5. 4. The licensee is the subject of an order by the board denying, suspending, or revoking the licensee's ~~privilege~~ license to operate as an appraisal management company in Louisiana.~~

~~6. 5. The licensee acted as an appraisal management company while not properly licensed by the board.~~

~~7. 6. The licensee failed to notify the board within ten days of any disciplinary action imposed against the licensee, its owners, or employees in any state.~~

B. - C. ...

~~D. — As a result of an investigation, when it appears that violations of the Louisiana Appraisal Management Company Licensing and Regulation Act and/or rules and regulations of the board may have been committed by a licensee, the violations may be adjudicated through informal or formal adjudicatory proceedings.~~

~~1. — Informal Adjudicatory Proceedings~~

~~a. — The complaint may be concluded informally without a public hearing on the recommendation of the hearing examiner and the concurrence of the executive director.~~

~~b. — An informal hearing may be conducted only when there is an admission by the respondent that the violation(s) were committed as alleged.~~

~~c. — A preliminary notice of adjudication shall be issued to advise the respondent of the violation(s) alleged and to advise the respondent that the matter can be resolved informally should the respondent desire to admit to committing the act(s) specified and submits a written request that the matter be resolved informally.~~

~~d. — A hearing officer shall be appointed by the executive director to conduct an informal hearing with the respondent.~~

~~e. — The informal hearing shall be attended by the hearing examiner and, if necessary, the case investigator, or in the absence of the case investigator, a designated representative. The hearing examiner shall inform the hearing officer of the administrative, jurisdictional, and other matters relevant to the proceedings.~~

~~f. — Following an admission by the respondent that the violations were committed as alleged, the hearing officer may enter into a recommended stipulations and consent order to include the imposition of any sanctions authorized by the Louisiana Appraisal Management Company Licensing and Regulation Act.~~

~~g. — No evidence will be presented, no witnesses will be called and no formal transcript of the proceedings will be prepared by the board.~~

~~h. — In the written document the respondent must stipulate to having committed the act(s) in violation of the Louisiana Appraisal Management Company Licensing and Regulation Act and/or the rules and regulations of the board, accept the sanctions recommended by the hearing officer, and waive any rights to request a rehearing, reopening, or reconsideration by the board, and the right to judicial appeal of the consent order.~~

~~i. — At the informal hearing, the respondent shall admit to having committed the act(s) specified, accept the sanctions recommended by the hearing officer, and waive the specified appellate rights, or the alleged violations shall be referred to a formal adjudicatory hearing.~~

~~j. — If the respondent does execute a stipulation and consent order, the executive director shall submit the document to the board at the next regular meeting for approval and for authorization to allow the executive director to execute the consent order in the name of the board.~~

~~k. — Any consent order executed as a result of an informal hearing shall be effective on the date approved by the board.~~

## ~~2. — Formal Adjudicatory Proceedings~~

~~a. — All formal public adjudicatory hearings shall be conducted under the auspices of R.S. 37:3415.20 and the Administrative Procedure Act.~~

~~b. — Board members who have provided technical assistance in any matter adjudicated at a formal adjudicatory proceeding shall recuse themselves and not participate in any portion of the proceedings.~~

~~c. — The order issued by the board pursuant to any formal public adjudicatory proceeding shall become effective on the eleventh day following the date the order is issued by the board and entered into the record at the proceedings.~~

~~d. — If a request for rehearing, reopening, or reconsideration of the order of the board is timely filed and denied by the board, the order shall become final on mailing of the notice of the board's final decision on the request.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2408 (August 2011), amended LR 42:872 (June 2016), LR 52:

### § 30903. ~~Appellate Proceedings~~ Repealed

Repealed.

#### A. ~~Rehearings~~

~~1. An order of the board shall be subject to rehearing, reopening, or reconsideration by the board on receipt of a written request from a respondent. An application for rehearing, reopening, or reconsideration must be postmarked or received at the office of the board within 10 days from the date of entry of the order rendered by the board.~~

~~2. The date of entry is the date the order is issued by the board and entered into the record at the formal adjudicatory proceedings.~~

~~3. The request shall be reviewed by the board attorney for compliance with the Administrative Procedure Act. A finding by the board attorney that the request does not establish grounds for rehearing, reopening or reconsideration shall result in a denial of the request.~~

#### B. ~~Judicial Review~~

~~1. Proceedings for judicial review of an order issued by the board may be instituted by filing a Petition for Judicial Review in the Nineteenth Judicial District Court in the Parish of East Baton Rouge.~~

~~2. In the event a request for rehearing, reopening or reconsideration has been filed with the board, the party making the request shall have 30 days from the final decision on the request within which to file a Petition for Judicial Review.~~

~~3. If a request for rehearing, reopening or reconsideration is not filed with the board, the Petition for Judicial Review must be filed in the Nineteenth Judicial District Court within 30 days after the mailing of the order of the board.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2409 (August 2011), LR 52:

### § 30905. Costs of Adjudicatory Proceedings

A. Following ~~On~~ finding that a respondent has committed ~~the violation(s)~~ one or more violations as alleged in any ~~formal or informal~~ adjudicatory proceeding, the respondent may be assessed the administrative costs of the proceeding as determined by the board. Payment of ~~these~~ the assessed costs shall be a condition of satisfying any order issued by the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2410 (August 2011), LR 52:

**§ 30907. ~~Stay of Enforcement~~ Repealed**

Repealed.

~~A. The filing of a petition for judicial review does not itself stay enforcement of an order issued by the board. A stay of enforcement will be granted only when directed by the court conducting a judicial review of adjudication.~~

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 37:2410 (August 2011), LR 52:

**Chapter 311. Compensation of Fee Appraisers**

...

**§ 31103. Disclosure**

A. When an appraisal obtained through an appraisal management company is used for loan purposes, the borrower or loan applicant shall be provided with a written disclosure of the total compensation to the appraiser or appraisal firm within the certification body of the appraisal report that is transmitted to the client/intended end user, and it shall not be redacted or otherwise obscured.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:3415.1 et seq.  
HISTORICAL NOTE: Promulgated by the Office of the Governor, Real Estate Appraisers Board, LR 42:872 (June 2016), LR 52:

**Family Impact Statement**

The proposed amendments to LAC 46:LXVII.10101 et seq and LAC 46:LXVII.30101 et seq are not anticipated to cause any impact, relative to family formation, stability, or autonomy as described in R.S. 49:972, including but not limited to the analysis factors enumerated in R.S. 49:972(B).

**Poverty Impact Statement**

The proposed amendments to LAC 46:LXVII.10101 et seq and LAC 46:LXVII.30101 et seq are not anticipated to cause any impact, relative to child, individual, or family poverty in relation to individual or community asset development poverty as described in R.S. 49:973, including but not limited to the analysis factors enumerated in R.S. 49:973(B).

**Small Business Economic Analysis & Impact Statement**

Pursuant to the Administrative Procedure Act, including but not limited to R.S. 49:974.4 and 974.5, the board considered the impact of the proposed amendments to LAC 46:LXVII.10101

et seq and LAC 46:LXVII.30101 et seq, relative to small businesses and the methods of reducing such impact, and determined that such changes are not anticipated to have any adverse impact.

### **Public Comments**

All interested persons may submit written comments, on or before noon on March 11, 2026, to Mr. Jeremy Travis ([jtravis@lrec.gov](mailto:jtravis@lrec.gov)), Public Information Director, Louisiana Real Estate Appraisers Board, 9071 Interline Avenue, Baton Rouge, Louisiana, 70809.

### **Public Hearing**

A hearing will be held on March 16, 2026 at 10:00 a.m. at the office of the Louisiana Real Estate Appraisers Board, 9071 Interline Avenue, Baton Rouge, Louisiana, 70809 if it becomes necessary to convene a public hearing to receive comments in accordance with the Administrative Procedure Act.

Summer S. Mire  
Executive Director