

VERMONT DEPARTMENT OF TAXES
DIVISION OF PROPERTY VALUATION AND REVIEW
PROJECT SUPERVISOR RENEWAL APPLICATION

Name: _____ SS#: _____

Mailing Address:

e-mail: _____ Fax: _____

Phone Number: (____) ____ - ____ Date Of Last Certification:

Since my (re)certification, I have successfully completed the following courses, etc.

| <u>Date</u> | <u>Course Offered By</u> | <u>Name Of Course</u> |
|-------------|--------------------------|-----------------------|
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I have attached written evidence of the above and hereby request that you renew my approval as a project supervisor under Vermont Rule 86-P65.

I declare under the pains and penalties of perjury that I am in good standing with respect to, or in full compliance with a plan to pay any and all taxes due the State of Vermont as of this date.

Signature: _____

Date: _____

Return to: Property Valuation and Review
PO Box 1577
Montpelier, VT 05601-1577

Rule #6. Renewal of Certification (*approval*):

Certification shall expire after five years but may be renewed provided that during the intervening period the project supervisor or appraiser petitioning for renewal successfully completes at least eight hours of instruction offered by one of the professional organizations stipulated in Rules #3 and #4.

Rule #3 Certification (*approval*): Project Supervisors

a. Scope of Responsibility:

1. The project supervisor shall: Exercise general supervision over an appraisal revaluation project in concert with the duly authorized or elected assessor or board of listers and conduct sales surveys and establish base values for land and buildings. He/She shall conduct, or at the discretion of the board of listers, or the assessor, participate in the grievance proceedings following the posting of notifications of change of appraisals. He/She shall be responsible for the quality of work and the department of all personnel employed for the project.

b. Minimum qualifications:

1. Persons seeking the designation shall have successfully completed the International Association of Assessing Officers (IAAO); The American Institute of Real Estate Appraisers (AIREA); or the Society of Real Estate Appraisers (SREA)¹ courses I and II or their equivalents.

Successful completion of State of Vermont Course I, II and III, (cost, market and income indices to value) may be substituted for a portion of the national standards, as may professional designation by one of the aforementioned organizations or comparable certification in another state.

2. Three years experience as a real estate appraiser with at least two years of demonstrated responsibility in appraisal as defined in Rule #1 and at least one year experience with an appraiser who has satisfactorily completed one or more town-wide reappraisals in the State of Vermont. (*Requirement that such town-wide reappraisals be "in State of Vermont" nullified by change in 32 VSA section 4052 in 1987*).

¹ AIREA and SREA have since merged to form The Appraisal Institute (AI)