

## Chapter RL 83

### EXPERIENCE

RL 83.01 Proof of experience for certified and licensed appraisers.

RL 83.02 Verification of appraisal experience.

**RL 83.01 Proof of experience for certified and licensed appraisers.** (1) An applicant seeking certification as a general appraiser shall submit evidence satisfactory to the department that the applicant has at least 3,000 hours of appraisal experience obtained over a period of not less than 30 months.

(1a) An applicant seeking certification as a residential appraiser shall submit evidence satisfactory to the department that the applicant has at least 2,500 hours of appraisal experience obtained over a period of not less than 24 months.

(2) An applicant seeking licensure as an appraiser shall submit evidence satisfactory to the department that the applicant has at least 500 hours of appraisal experience.

(3) The work claimed under subs. (1) and (2) for appraisal experience credit shall:

(a) Be in compliance with the uniform standards of professional appraisal practice, as in effect at the time the appraisals were prepared.

(b) Include one or more of the following types of appraisal experience: fee and staff appraisal, ad valorem tax appraisal, technical review appraisal, condemnation appraisal, appraisal analysis, highest and best use study, feasibility analysis, real estate consulting or real estate broker's market analysis.

(c) Include, in the case of general appraisers, no more than 50% residential appraisal experience.

(d) Include, in the case of licensed appraisers and certified residential appraisers, no more than 25% commercial appraisal experience.

**Note:** The requirements of sub. (3) (d) first apply to credential applications filed with the department on or after July 1, 1998.

(4) An applicant applying for certification or licensure under subs. (1) and (2) shall submit on forms provided by the department:

- (a) An affidavit verifying the required appraisal experience.
- (b) A log of appraisal experience.
- (c) A chronological resume of employment.

**Note:** Application forms required for certification or licensure may be obtained from the Department of Regulation and Licensing, Bureau of Business and Design Professions, 1400 East Washington Avenue, P.O. Box 8935, Madison, WI 53708.

**History:** Cr. Register, September, 1991, No. 429, eff. 10-1-91; emerg. am. (1), renum. (2) to (5) to be (3) to (6) and am. (3) (intro.) and (4) (intro.), eff. 10-1-91; am. (1), renum. (2) to (5) to be (3) to (6) and am. (3) (intro.), (4) (intro.) and (6), cr. (2), Register, May, 1992, No. 437, eff. 6-1-92; am. (1), (2) and (3) (b), i. (5) and (6), Register, April, 1994, No. 460, eff. 5-1-94; am. (3) (a), (b), (4) (a), (b), Register, June, 1996, No. 486, eff. 7-1-96; am. (1), (3) (b), cr. (1a), (3) (d), Register, January, 1998, No. 505, eff. 2-1-98.

**RL 83.02 Verification of appraisal experience.** For purposes of verifying appraisal experience claimed under this chapter, the department may require an applicant to submit any of the following:

(1) Business records, including tax records, which clearly demonstrate the practice of residential or commercial appraising claimed by the applicant.

(2) Records of teaching experience in residential or commercial appraising obtained at any accredited college or university or vocational, technical and adult education school or obtained by teaching an approved appraisal course offered by a national or statewide appraisal organization.

(3) Employment records provided by an employer which verify the applicant's experience as an appraiser, assessor, or appraisal course instructor. Employment records shall include an affidavit which verifies the number of hours employed, the type of experience, and a description of the applicant's duties.

(4) Employment records provided by an official of a lending institution, insurance company, or similarly regulated agency, which verifies the applicant's experience as a review appraiser.

(5) Copies of any appraisal listed in the documentation of experience required under s. RL 83.01 (4) (b). The department may contact any person listed on the application to obtain additional information about the experience of the applicant.

(6) Records of the department of revenue or a local governmental body which document the applicant's experience as an assessor, including but not limited to:

(a) A job description which identifies the job components relevant to practice as an assessor and the number of hours spent performing each component.

(b) Documents which demonstrate the applicant's performance of the following components of the mass appraisal process in accordance with Standard 6 of the uniform standards of professional appraisal practice, as in effect at the time the components were prepared:

1. Highest and best use study.
2. Model specification.
3. Model calibration.

(7) Any additional information the department deems necessary to evaluate the applicant's experience.

**History:** Cr. Register, April, 1994, No. 460, eff. 5-1-94; am. (2), (3), renum. (6) to be (7), cr. (6), Register, June, 1996, No. 486, eff. 7-1-96.