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Appraisal Subcommittee

Federal Financial Institutions Examination Council

March 8, 2007

Jasmin Bautista, Investigator
State of Alaska – Dept. of Commerce
550 West 7th Avenue, Suite 1500
Ankorage, AK 99501-3567

Dear Ms. Bautista:

Thank you for your February 23, 2007 letter (received by us on March 7th) regarding the submission of appraiser disciplinary actions for inclusion in the National Registry. Specifically, you asked for confirmation of the correct email address for data submission and questioned whether there are any standardized reporting formats.

The correct email address for submitting National Registry data is: ASCRegistry@asc.gov. You can submit the disciplinary action data in one of two methods. One option is for the State to populate the appropriate fields in the appraiser's record in the National Registry data file that the State submits to us. The second option is to submit the disciplinary action data separate from the other National Registry data. If you choose this option, email is the most efficient method. If you chose to submit disciplinary data by email, the format that you used in your February 23rd letter is acceptable, with one addition. You also need to provide the appraiser's credential number.

Please contact us if you have any questions.

Sincerely,

Ben Henson
Executive Director