

# Appraisal Subcommittee

*Federal Financial Institutions Examination Council*

## GUIDANCE FOR STATE AMC REGULATORY AGENCIES TO DETERMINE ANNUAL AMC REGISTRY ELIGIBILITY AND FEES

This document is intended to aid State AMC regulatory officials in determining annual AMC Registry eligibility and fees and is **not** intended to be used as an application for AMC registration.

At initial registration and annually for each AMC, the State must assess for the information below:

The AMC must qualify as a single-State **or** multi-state AMC.

<input type="checkbox"/> <b>Single State AMC</b> ↓	<input type="checkbox"/> <b>Multi-state AMC</b> ↓
<p><b>Does the AMC oversee a panel of 16 or more certified or licensed appraisers in a State within a given year that have been recruited, selected and retained to perform appraisals in connection with a covered transaction?</b></p> <p><input type="checkbox"/> If no, <input checked="" type="radio"/> AMC does not qualify.  <input type="checkbox"/> If yes, continue ↓</p>	<p><b>Does the AMC oversee a panel of 25 or more certified or licensed appraisers in two or more States within a given year that have been recruited, selected and retained to perform appraisals in connection with a covered transaction?</b></p> <p><input type="checkbox"/> If no, <input checked="" type="radio"/> AMC does not qualify.  <input type="checkbox"/> If yes, continue ↓</p>

**Is this AMC owned and controlled by an insured depository institution regulated by the OCC, the Federal Reserve, or the FDIC (Federally Regulated)?**

- If yes, proceed directly to AMC REGISTRY FEE CALCULATION
- If no, continue to Ownership Limitations ↓

### **Ownership Limitations:**

**A) The State must determine if the AMC has an owner, in whole or part, directly or indirectly, that had an appraiser credential refused, denied, cancelled, surrendered in lieu of revocation, or revoked in any State.**

- If yes, the State must assess if it was for substantive cause (as determined by the State) and if the credential has been reinstated.
  - If it was not for substantive cause **and** has been reinstated, continue to B ↓
  - If it was for a substantive cause **and/or** has not been reinstated  AMC does not qualify.
- If no, continue to B ↓

**B) The State must determine if the AMC has a person who owns more than 10% of the AMC who is not of good moral character.**

- If yes,  AMC does not qualify.
- If no, continue to calculate AMC REGISTRY FEE CALCULATION ↓

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**AMC REGISTRY FEE CALCULATION**

Fee Calculation Period \_\_\_\_\_ to \_\_\_\_\_ (12-month period the State uses to calculate AMC Registry fee)  
MM/DD/YEAR MM/DD/YEAR

During the Fee Calculation Period, how many appraisers performed appraisals in connection with a covered transaction in the State? \_\_\_\_\_ X \$25 = \_\_\_\_\_  
(total amount due)

For more help on AMC Registry fee calculations, see ASC staff document [AMC Registry Data and Fee Collection Examples](#) on <https://www.asc.gov/Pages/HelpfulDocumentsForRegulators.aspx>.