

2023 AMC Registration Renewal January 1, 2023 – December 31, 2023

Registration renewal forms are now active on our [website](https://dlr.sd.gov/appraisers/forms.asp),
(<https://dlr.sd.gov/appraisers/forms.asp>).

Please read the instructions on the renewal application carefully. Correctly completed forms will be processed first. Improperly completed forms will be returned to you for corrections so carefully read and answer **all** questions.

Administrative Rules South Dakota (ARSD) 20:77:08:01 requires the Appraiser Certification Program to collect from each registered appraisal management company the National Registry fee as prescribed by the Appraisal Subcommittee pursuant to §1109 of Title XI of FIRREA. Please review South Dakota Codified Law (SDCL) 36-21D-2 to ensure eligibility to register in the State of South Dakota. The renewal application provides information for the fee calculation for the period July 1, 2021, through June 30, 2022, to be submitted in addition to the renewal fee. Payment can be made by check or money order, and there is now a credit card option as well.

SDCL 36-21D-12 requires that you submit an original surety bond or irrevocable letter of credit **and** original Power of Attorney to be filed along with your renewal application. This must be for the time period of January 1, 2023, through December 31, 2023, or continuous. If the ending date of the surety bond that you have on file with our office is “continuous” then proof of continuation of the bond must be submitted.

October 14, 2022

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Submit the completed renewal application, \$25,000 Surety Bond Registration form or proof of continuation of a bond, the Power of Attorney for the bond, \$750.00 renewal fee, and AMC National Registry fee to the Appraiser Certification Program **by November 15, 2022.**

Please note that if the registration expires, the AMC may not conduct business in South Dakota until the registration is renewed. An expired registration can be renewed up to March 31, 2023, with a late penalty fee of \$50.00 for each month or fraction of a month that has passed since January 1, 2023.

Original documents with payment (payable to the Appraiser Certification Program), may be mailed to:

APPRAISAL CERTIFICATION PROGRAM
AMC REGISTRATION RENEWAL
217 W MISSOURI AVE, 2ND FL
PIERRE, SD 57501

Or you may email true and correct color copies to: del.bartels@state.sd.us

If you have any questions, please contact us:

William (Bill) DuVall – Secretary	605.773.2038
Del Bartels – Senior Secretary	605.549.0120
Anna McCarthy – Executive Director	605.773.3308

Follow these links for [statutes](#) and [rules](#) relating to Appraisal Management Companies. Copies are available free of charge.