

**ARIZONA BOARD OF APPRAISAL
SUBSTANTIVE POLICY STATEMENT #6**

**GUIDELINES FOR EVALUATING COMPLEX EXPERIENCE FROM
APPLICANTS SEEKING CERTIFICATION AS A CERTIFIED
RESIDENTIAL APPRAISER**

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona administrative procedure act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under Arizona Revised Statutes § 41-1033 for a review of the statement.

A.R.S. §32-3612(A)(2) defines State certified residential real estate appraisers as “those persons meeting the requirements for certification relating to the appraisal or appraisal review of one to four residential units without regard to value or complexity.” Implicit in this definition is the requirement that a Certified Residential Appraiser possess the advanced technical ability and experience to competently complete a “complex”¹ assignment in the residential one to four unit classification.

All applicants seeking certification as a Certified Residential Appraiser must demonstrate the ability to competently complete appraisals consisting of complex one to four residential units. Therefore, all applicants for Certified Residential Appraiser shall submit at least two complex appraisals for the Board’s review in determining whether the applicant satisfies the requirements for certification. All criteria for Certified Residential Appraiser shall remain.

This Substantive Policy Statement shall become effective immediately after it is filed with the Arizona Secretary of State.

¹ “Complex one to four residential units” is defined in A.R.S. §32-3601(10) as “property that is atypical for the marketplace. Atypical factors may include architectural style, age of improvements, size of improvements, size of lot, neighborhood land use, potential environmental hazard liability, leasehold interests, limited readily available comparable sales data or other unusual factors.”