

**ALABAMA REAL ESTATE APPRAISERS BOARD**  
**P.O. BOX 304355**  
**MONTGOMERY, AL 36130-4355**  
**334-242-8747 FAX: 334-242-8749**

**COMPLAINT FORM INSTRUCTIONS**

**PLEASE READ** – Before completing the attached complaint form, please take the time to read these instructions; they will help you understand our function and better help us to understand and act on your complaint.

**WHAT AREAB CAN DO** – The Alabama Real Estate Appraisers Board (AREAB) will investigate complaints to determine if the appraiser violated the Alabama Real Estate Appraisers Act, the Alabama Real Estate Appraisers Board Administrative Code, or the Uniform Standards of Professional Appraisal Practice (USPAP). All complaints will be acknowledged in writing and you will be notified when the complaint process has been completed.

**WHAT AREAB CANNOT DO** – AREAB cannot accept anonymous complaints. AREAB cannot give legal advice or act as your attorney. AREAB cannot act as a court of law, order the refund of monies, award damages or cancel contracts. AREAB does not process complaints for disagreements with value conclusions if the method of arriving at a value is recognized and accepted in the profession. AREAB does not process complaints about individual business practices such as tardiness in product delivery, failure to keep appointments, rude behavior, etc. You may wish to consult an attorney or seek financial relief through the judicial system if you are seeking any of these outcomes.

**HOW YOU CAN HELP US** –

1. Provide your name and address.
2. Provide the name of the appraiser.
3. Provide the address of property appraised.
4. Provide the date of appraisal.
5. Provide the client, lender, bank, review appraiser, etc.
6. Briefly describe the basis of your complaint. (*Monetary relief is not available from the AREAB*)
7. Attach photocopies of any documents or data you have to support your allegations (appraisal reports, contracts, letters, emails, etc.). Documentary evidence is especially important! Please provide legible photocopies of all documents relating to your complaint.
8. Sign the complaint. The Certification Statement must be signed and dated to validate your complaint.
9. Mail, fax or email complaint to:

Alabama Real Estate Appraisers Board  
P.O. Box 304355  
Montgomery, AL 36130-4355  
FAX: 334-242-8749  
Lisa.Brooks@reab.alabama.gov

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**COMPLAINT FORM**

*Type Or Print Clearly In Ink.*

*READ The Complaint Form Instructions Before Completing This Form.*

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Complainant Name \_\_\_\_\_

Complainant Address \_\_\_\_\_

\_\_\_\_\_

Complainant Phone # \_\_\_\_\_ Email \_\_\_\_\_

I (Complainant) wish to file a complaint against the following appraiser(s), for what I feel is a violation of the Alabama Real Estate Appraisers Act, the Alabama Real Estate Appraisers Board, or the Uniform Standards of Professional Appraisal Practice (USPAP). I understand that in making this complaint, I am subjecting said appraiser(s) to disciplinary action (possible suspension or revocation of his/her appraisal license). I realize that the Alabama Real Estate Appraisers Board (AREAB) cannot enter into any civil action on my behalf, and that their sole jurisdiction is over the license of the named appraiser(s) in this complaint. I understand that the AREAB does not resolve disputes about appraisal value. I also understand that the AREAB cannot give legal advice or act as my attorney and that the AREAB cannot act as a court of law, order the refund of monies, award damages or cancel contracts.

Information of the appraiser(s) against whom you wish to make a complaint:

Appraiser(s) name \_\_\_\_\_

Address of property appraised: \_\_\_\_\_

\_\_\_\_\_

Date of Appraisal: \_\_\_\_\_

Who is the Appraiser's Client (not homeowner or borrower):

Name of Bank \_\_\_\_\_

Address of Bank \_\_\_\_\_

\_\_\_\_\_

