

[illegible]

Supervising Appraiser \_\_\_\_\_

Date \_\_\_\_\_

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**LOG OF APPRAISAL EXPERIENCE**  
*Read All Directions on Page 3 of This Form Prior to Completing*

Date of Report	Property Address (Include full address)	Type of Property	Scope of Supervising Appraiser's Review	Client and Intended User	S = Supervisor A = Applicant	1. On-Site Physical Inspection	2. Subject Property Analysis	3. Neighborhood Analysis	4. Highest and Best Use Analysis	5. Sales Comparison Analysis	6. Income Analysis	7. Cost Analysis	8. Final Reconciliation	Applicant Hours
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Supervising Appraiser Initial \_\_\_\_\_ Date \_\_\_\_\_

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## CERTIFICATIONS

### APPLICANT CERTIFICATION

I, \_\_\_\_\_ (*name*), declare under penalty of perjury under the laws of the State of California that the foregoing information and information contained on the attached \_\_\_\_\_ (number) pages of the Log of Appraisal Experience (REA 3004) is true and correct and provided without any purpose of evasion or mental reservation.

For each appraisal report listed on this Log of Appraisal Experience (REA 3004), I have complied with all applicable standards, laws, and regulations in effect as of the date of report. With respect to this certification, I have complied with the applicable laws and regulations in effect on the date signed. These standards, laws, and regulations include the Uniform Standards of Professional Appraisal Practice (USPAP); the California Business and Professions Code, Division 4, Part 3; and the California Code of Regulations, Title 10, Chapter 6.5.

Further, I acknowledge that if I was not a signing appraiser for any of the appraisal reports listed on this Log of Appraisal Experience (REA 3004), that I was identified by name as providing significant real property appraisal assistance, and the extent of the assistance was described in the report, as delivered to the client, in compliance with the Uniform Standards of Professional Appraisal Practice.

I understand that providing false information is grounds for denial of my application, discipline on my license (if any) and criminal prosecution.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

### SUPERVISING APPRAISER'S CERTIFICATION

#### SEPARATE LOG PER SUPERVISOR

I, \_\_\_\_\_ (*name*), declare under penalty of perjury under the laws of the State of California that I have fully reviewed each appraisal listed on this Log of Appraisal Experience (REA 3004) and that I have initialed as the reviewing appraiser on the attached \_\_\_\_\_ (number) pages of this log. I attest to the accuracy of the information provided for each and every entry on this Log of Appraisal Experience (REA 3004).

For each appraisal report listed on this Log of Appraisal Experience (REA 3004), I have complied with all applicable standards, laws, and regulations in effect as of the date of report. With respect to this certification, I have complied with the applicable laws and regulations in effect on the date signed. These standards, laws, and regulations include the Uniform Standards of Professional Appraisal Practice (USPAP); the California Business and Professions Code, Division 4, Part 3; and the California Code of Regulations, Title 10, Chapter 6.5.

Further, I acknowledge that if Applicant was not a signing appraiser for any of the appraisal reports listed on this Log of Appraisal Experience (REA 3004), that Applicant was identified by name as providing significant real property appraisal assistance, and the extent of the assistance was described in the report, as delivered to the client, in compliance with the Uniform Standards of Professional Appraisal Practice.

I understand that providing false information is grounds for denial of my application, discipline on my license (if any) and criminal prosecution.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LICENSE NUMBER

## DIRECTIONS

Appraisal assignments must be documented on the official Log of Appraisal Experience form REA 3004 (Revised 04/01/2020 01/01/2023). Other formats will not be accepted. Follow the directions below.

**CATEGORY OF EXPERIENCE** – Print or type the category of experience claimed for the property listed on this line. All Categories of experience must conform with the applicable USPAP Standards:

Category 1 Fee and Staff Appraisal:

Category 2 Ad Valorem Tax Appraisal:

Category 3 Review Appraisal (Limited to 400 hours of experience, but only after obtaining 1,600 hours of acceptable experience in other categories:

Category 4 Appraisal Analysis (Is not acceptable for reports completed after January 1, 2014.)

Category 5 Real Estate Consulting (Is not acceptable for reports completed after January 1, 2014.)

Category 6 Highest and Best Use Analysis (Is not acceptable for reports completed after January 1, 2014.)

Category 7 Feasibility Analysis (Is not acceptable for reports completed after January 1, 2014.)

Category 8 (No longer eligible for experience credit):

Category 9 Setting Forth Opinions of Value of Real Property for Tax Purposes as an Employee of a California County Assessor's Office or the Board of Equalization: Appraisals must conform with USPAP.

Category 10 Assistance in Preparation of Appraisals (Limited to 400 hours of experience.)

Category 11 Real Estate Valuation Experience as a Real Estate Lending Officer or Real Estate Broker, but only to the extent that the experience is directly related to the actual performance or professional review of USPAP compliant Real Estate Appraisals.

**DATE OF REPORT** - The date the appraisal report was completed/signed. The span of log(s) must total at least the minimum required for the licensing level sought (18 months for AG, 12 months for AR, and 6 months for AL) but need not involve consecutive months.

**PROPERTY ADDRESS** - The street address, city and state of the property appraised and for which you are claiming experience. Assessor Parcel Numbers (APN's) are acceptable for vacant land if the State and County are also included. If the full address or acceptable APN/State/County combination are not included or are not legible, the experience may not be accepted.

**TYPE OF PROPERTY** - The type of property appraised (i.e., SFR, Res. 2-4 family, commercial, industrial, land, etc.).

**COMPLEX ASSIGNMENT** – For AR applicants only: Complex assignments: ownership right or interest is unusual (partial interest, mineral rights, etc.); and/or the property has unusual physical, legal, economic or functional characteristics.

**DESCRIPTION OF WORK PERFORMED BY APPLICANT** – Describe the extent of the work performed on the appraisal by the applicant. To qualify for experience credit, the nature of the work must involve appraiser judgment, not only research or clerical tasks. The applicant must be a report signatory or must be acknowledged in the report as providing significant real property appraisal assistance.

**SCOPE OF SUPERVISING APPRAISER'S REVIEW** - Describe the scope of the review process undertaken including the supervising appraiser's level of verification and analysis.

**CLIENT AND OTHER INTENDED USERS** - The name of the client and any other intended users (if identified in the report by name).

**DESCRIPTION OF WORK AND SUPERVISION** (Checkboxes 1-8) - This section describes the work performed by the applicant and, if applicable, the scope of the supervising appraiser's supervision of the applicant. The applicant must check the applicable box(es) to describe their work performed in the row labeled "A". The supervising appraiser must check the applicable box(es) to describe their level of supervision performed in the row labeled "S". The level of supervision is not the same as the scope of supervising appraiser's review. For example, if the supervising appraiser supervised the applicant during the on-site physical inspection, both applicant and supervising appraiser would check the box for On-Site Physical Inspection. Alternatively, if the supervising appraiser did not complete the sales comparison analysis with the applicant but only reviewed the applicant's analysis, the applicant would check the box for Sales Comparison Analysis and the supervising appraiser would not.

**SCOPE OF SUPERVISING APPRAISER'S SUPERVISION** – Describe the level of supervision. This could range from completing the entire appraisal process with the applicant including the physical inspection of the property, data selection and verification, analysis and final preparation of the report to a mere oversight of the appraisal process. The degree of oversight depends upon the appraiser's level of experience and the complexity of the subject property. — **DATE OF REPORT** – The date the appraisal report was completed/signed. The span of log(s) must total at least the minimum required for the licensing level sought (e.g. 30 months for AG) but need not involve consecutive months:

**INTENDED USER** – The name of the intended user of the appraisal:

**NUMBER OF APPLICANT HOURS** - The number of hours the applicant spent on to complete the appraisal report assignment.

**TOTAL HOURS THIS PAGE** - Total number of hours documented for the page.

**HOURS FROM PREVIOUS PAGES** - Total number of hours documented from previous pages of the log if more than one page is used. If this is page one of the log list zero.

**TOTAL HOURS** - Hours from previous pages of the log and the current page totaled.

**PAGE** - The page number for the log submitted.

**OF** - The total number of pages for the log.

**SUPERVISING APPRAISER** - Each page must be initialed by the supervising appraiser if the work was performed under the guidance of a supervisor. When reporting appraisal experience under the guidance of more than one supervisor, a separate REA 3004 form must be completed for each.

**DATE** - The date the supervising appraiser signed the log sheet(s). The log sheet(s) should be reviewed, signed and dated upon completion of each page.

### CERTIFICATIONS

Applicant Certification - Required of all applicants submitting an experience log.

**Supervising Appraiser's Certification** - Required from all supervising appraisers. Applicants must use a separate form REA 3004 for each supervising appraiser. The signed Certification(s) must be from the Log of Appraisal Experience form REA 3004 current as of the date the Certification(s) are signed. Outdated Certifications will not be accepted.

### WORK SAMPLES (Please read carefully)

BREA licensing staff will contact the applicant regarding the submission of work samples selected from the Log of Appraisal Experience. Five work samples will be requested. Work samples must be Self-Contained or Summary Appraisal Reports if completed prior to 2014 or must be prepared under the Appraisal Report reporting option if completed in 2014, or after (restricted reports do not qualify for experience credit). All work samples must be in conformance with the Uniform Standards of Professional Appraisal Practice (USPAP). If any of the work samples are found to not conform with USPAP, or if the Log(s) of Appraisal Experience are not filled out properly, all experience may be rejected. Only appraisal reports performed for a business purpose qualify for appraisal experience. All work samples submitted to BREA must be "true and correct" exact copies of what was communicated to the client. In substantiating appraisal experience, BREA may obtain appraisal report copies from a variety of sources, including the client. Work samples provided to the BREA by the applicant must match the appraisal reports communicated to the client.

### Privacy Information

Section 1798.17 of the Civil Code requires this notice be provided when collecting personal or confidential information from individuals. Each individual has the right to review personal information maintained by this Agency, unless access is exempted by law.

Bureau of Real Estate Appraisers  
Custodian of Records  
3075 Prospect Park Drive, Suite 190  
Rancho Cordova, CA 95670  
Telephone: (916) 552-9000

General powers of the Chief, Sections 11310 and 11313 of the Business and Professions Code authorizes the maintenance of this information. Business and Professions Code Sections 30, Chapter 1361, Section 1, and 31 requires each real estate appraiser licensee to initially provide to the Bureau of Real Estate Appraisers his or her the licensee's social security number or individual taxpayer identification number which will be furnished to the Franchise Tax Board, Employment Development Department and California Department of Tax and Fee Administration. Your social security number or individual taxpayer identification number shall not be deemed a public record and shall not be open to the public for inspection. The Employment Development Department will use your number to determine compliance with any possible family support obligations. The Franchise Tax Board and California Department of Tax and Fee Administration will use your number to establish identification exclusively for tax purposes. The Real Estate Appraisers Law or Regulations of the Chief require applicants to provide the Bureau of Real Estate Appraisers with specific information. If all or any part of the required information is not provided, processing may be delayed. In addition, the Chief may suspend or revoke a license, or in the case of a license applicant, may deny the issuance for misstatements of facts (including a failure to disclose a material fact) in an application for a license. The information requested in this form is primarily used to furnish license status information to the Bureau of Real Estate Appraisers, and to answer inquiries and give information to the public on license status, mailing addresses and actions taken to deny, revoke, restrict or suspend licenses for cause. This information may be transferred to real estate appraisal licensing agencies in other states, law enforcement agencies (City Police, Sheriff's Departments, District Attorneys, Attorney General, F.B.I.), and any other regulatory agencies (included, but not limited to, Department of Business Oversight, Department of Financial Protection and Innovation, Department of Insurance, Bureau Department of Real Estate, Department of Consumer Affairs, California Bar Association, Appraisal Subcommittee, and California Department of Tax and Fee Administration).