

**NORTH CAROLINA APPRAISAL BOARD**

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**NOTIFICATION OF BUSINESS CLOSING OF APPRAISAL  
MANAGEMENT COMPANY**

Appraisal Management Companies are required to notify the NC Appraisal Board if they cease operations in the State of North Carolina. The Board must be notified within 10 days of the closure, if not before.

*I hereby certify to the NC Appraisal Board that the Appraisal Management Company has closed/will close as follows:*

Name of Company: \_\_\_\_\_

Registration Number: \_\_\_\_\_ Date of Closure: \_\_\_\_\_

If Company is purchased by, acquired by, or merges with another AMC, name of new owner:

\_\_\_\_\_

*I certify that all appraisal invoices for properties in North Carolina will be paid within 30 days of closing.*

*I further certify that in accordance with § 93E-2-4(g) the AMC (Company) will maintain a surety bond to accrue to the North Carolina Appraisal Board for the benefit of a claimant against the Company to secure the faithful performance of the Company's obligations under this Article and to a real estate appraiser who has performed an appraisal for the Company for which the appraiser has not been paid in the amount of \$25,000 for no less than two years after operations have ceased in the state of North Carolina.*

*I further certify that in accordance with § 93E-2-9(c) the AMC (Company) will maintain the accounts, correspondence, memoranda, papers, books, and other records related to services provided by the appraisal management company as prescribed in rules adopted by the Board, including in electronic form. All records shall be preserved for five years unless the Board, by rule, prescribes otherwise for particular types of records.*

Custodian Name \_\_\_\_\_ Phone \_\_\_\_\_

Custodian Email \_\_\_\_\_

Address of Record Storage \_\_\_\_\_

*I understand that by signing this document, the registration for the AMC will expire on the date of closure. If the company wishes to do business again in North Carolina, it must reapply for registration.*

Date: \_\_\_\_\_ Signature \_\_\_\_\_ Title: \_\_\_\_\_