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Calvin E. Reed, P.E., Acting Secretary
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Laura Kelly, Governor

Thank you for your interest in doing fee appraisal work for the Kansas Department of Transportation. Attached is an application form to complete and return with the remaining items requested.

Each person desiring to be included on the approved list of contract appraisers and review appraisers shall:

1. Submit a sample appraisal report for KDOT review
2. Complete an application form
3. Submit a list of five or more most recent clients describing the type of property appraised, date of appraisal and a general location of the property
4. Submit a resume of education and experience
(Include any completed eminent domain education within the last 5 years)
5. Hold at least one designation from a recognized professional appraisal organization, be actively pursuing a professional designation or have been actively engaged in appraisal functions for a period of five or more years

Review appraisal applications must meet the aforementioned criteria plus:

- Hold a designation in good standing
- Have been actively engaged in appraisal functions for a period of five or more years
- Three years as a Review Appraiser
- Be a Certified General Real Property Appraiser as certified by the Real Estate Appraisal Board of the State of Kansas

If you have any questions regarding this matter, please do not hesitate to contact me.

Chad Depperschmidt, Chief
Bureau of Right of Way
Kansas Department of Transportation

Kathrine Shade
Chief Appraiser

cc: Bureau Operations Assistant

**APPLICATION FOR
CONTRACT APPRAISER**

**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF RIGHT OF WAY**

PERSONAL DATA:

Name and Title

DBA or Company Name

Address

Telephone Number

Cell Phone Number

FEIN or SS Number

E-Mail Address

PROFESSIONAL INFORMATION

Certified General License Number _____

Other Professional Designations:

Certification No.

APPRAISAL INFORMATION:

Appraisal Experience – (please give brief explanation of experience)

Right of Way Appraisal

Appraisal Review

Type and approximate number of R/W Appraisal Assignments (in last 5 years)

Agricultural _____

Residential _____

Commercial _____

Industrial _____

Appraisal Review _____

Other _____

APPRAISER APPLICATION

General Appraisal Experience – (please give a brief explanation of experience and list last Eminent Class)

REFERENCES:

List 5 or more of your recent clients describing type of property appraised, date of appraisal, and general location of the property. Please provide name of contact person and telephone number for reference purposes. Note most recent Eminent Domain clients if any.

GEOGRAPHICAL APPRAISAL PREFERENCE

Please indicate your geographical appraisal preference by referring to statewide, county, city, general area of the state or radius miles from a specific location or city.

APPRAISAL ASSIGNMENT SIZE PREFERENCE

Please indicate the preferred number of tracts per contract that you or your firm would be capable of handling efficiently.

Appraisal	<input type="checkbox"/> 1-10	<input type="checkbox"/> 0-20	<input type="checkbox"/> 20-50	<input type="checkbox"/> more than 50
Appraisal Review	<input type="checkbox"/> 1-10	<input type="checkbox"/> 0-20	<input type="checkbox"/> 20-50	<input type="checkbox"/> more than 50

Applicant Signature

Date

Chief Appraiser Approval

Date