



BRECA USE ONLY
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## COMPLAINT FORM

### INFORMATION ABOUT YOU (Complainant) (Please read Notice below)

<b>1. Name</b>				
Last	First	M.I.		
<b>2. Telephone Number</b>		<b>3. E-mail Address (optional)</b>		
<b>4. Address</b>				
Street	City	County	State	Zip
<b>5. You Are:</b>				
<input type="checkbox"/> Seller <input type="checkbox"/> Buyer <input type="checkbox"/> Those Seeking to Refinance <input type="checkbox"/> Other: _____				
<input type="checkbox"/> Authorized Representative <i>Authorized Representative must provide the information requested below:</i>				
<i>Authorizer's Name:</i>				
<i>Authorizer's Address:</i>	Street	City	State	Zip
<i>Authorizer's Telephone:</i>		<i>Authorizer's Email Address:</i>		

### INFORMATION ABOUT THE APPRAISER OR APPRAISAL MANAGEMENT COMPANY

<b>6. Name of the Appraiser and/or Appraisal Management Company</b>
<b>7. Appraiser License Number and/or Appraisal Management Company Registration Number</b>

### INFORMATION ABOUT THE PROPERTY

<b>8. Address of Property Appraised</b>

### GENERAL INFORMATION

<b>9. Is this complaint related to an action filed in any court or complaint submitted to any governmental agency?</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If YES, please complete the following</i>	
Name of Court or Agency	Case or Complaint Number (if any)
<b>10. Are there any witnesses who have knowledge of the events described in this complaint?</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If YES, please provide their name and contact information. Attach additional sheets if necessary</i>	
Witness One - Name and Contact Information	Witness Two - Name and Contact Information
Witness Three - Name and Contact Information	Witness Four - Name and Contact Information

11. Do you believe the opinion of the value of the real estate is below, at, or above the market value?

- Below market value       At market value       Above market value

12. Are you a member of one or more of the following protected classes?

- |                                   |   |  |   |
|-----------------------------------|---|--|---|
| <input type="checkbox"/> Race     | <input type="checkbox"/> Sexual Orientation         | <input type="checkbox"/> National Origin     | <input type="checkbox"/> Age                    |
| <input type="checkbox"/> Color    | <input type="checkbox"/> Marital Status             | <input type="checkbox"/> Source of Income    | <input type="checkbox"/> Other _____            |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Medical Condition          | <input type="checkbox"/> Ancestry            | <input type="checkbox"/> None                   |
| <input type="checkbox"/> Gender   | <input type="checkbox"/> Military or Veteran Status | <input type="checkbox"/> Disability          | <input type="checkbox"/> Prefer not to disclose |
|                                   |   | <input type="checkbox"/> Genetic Information |   |

13. Indicate the documentation you are submitting in support of this complaint. (*Do not send originals*)

Document	Pages	Attachments (if any)
<input type="checkbox"/> Complete Appraisal Report(s)	_____	_____
<input type="checkbox"/> E-mails/correspondence pertinent to your complaint	_____	_____
<input type="checkbox"/> Legible copies of any other evidence to support your allegations (e.g., additional appraisals, review appraisals, additional sales, photos, etc.)	_____	_____
<input type="checkbox"/> Appraisal order form or contract	_____	_____
<input type="checkbox"/> Other ( <i>Please explain</i> ) _____	_____	_____

14. In the form of a brief statement, please give the full details of your complaint. Be factual.

Try to answer the questions: Who, What, When, Why and How. Attach additional sheets if necessary.

15. Certification Statement. (*Must be signed and dated to validate complaint.*)

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FACTS STATED HEREIN ARE TRUE AND CORRECT.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ in the county of \_\_\_\_\_ and state of \_\_\_\_\_.

Complainant Signature \_\_\_\_\_

Complainant Name (please print) \_\_\_\_\_

## Collection and Use of Personal Information Notice

The Bureau of Real Estate Appraisers (Bureau) collects the information requested on this form as authorized by Business and Professions Code Section 11310.3 and Title 10, California Code of Regulations section 3726. The Bureau uses this information to follow up on your complaint.

### Providing Personal Information Is Voluntary

You do not have to provide the personal information requested. If you do not wish to provide personal information, such as your name, home address, or home telephone number, you are not required to do so. In that case, however, the Bureau may not be able to contact you or investigate and resolve the complaint.

### Access to Your Information

You may review the records maintained by the Bureau that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

### Possible Disclosure of Personal Information

The Bureau makes every effort to protect the personal information you provide. In order to follow up on your complaint, however, the Bureau may need to share the information you provide with the individual or business you complained about or with other government agencies. This may include sharing any personal information you provided.

The information you provide may also be disclosed in the following circumstances: in response to a Public Records Act request, as allowed by the Information Practices Act; to another government agency, as required by state or federal law; or in response to a court or administrative order, a subpoena, or a search warrant.

## Contact Information

### Questions about this form:

For questions about this notice, or the Department's Privacy Policy, you may contact the Bureau at:

Bureau of Real Estate Appraisers  
Custodian of Records  
3075 Prospect Park Drive, Ste 190  
Rancho Cordova, CA 95670-6090

Phone: (916)-552-9000  
email: [info@brea.ca.gov](mailto:info@brea.ca.gov)

### Questions about your complaint:

If you have questions about the status of your complaint, please contact the Bureau of Real Estate Appraisers, Enforcement Unit:

Bureau of Real Estate Appraisers  
Attention: Complaints Coordinator  
3075 Prospect Park Drive, Ste 190  
Rancho Cordova, CA 95670-6090

Phone: (916)-552-9020  
email: [info@brea.ca.gov](mailto:info@brea.ca.gov)