

Title 17. Professions, Occupations, and Businesses

Chapter XXXVII. State Board of Appraisers, Abstracters, and Home Inspectors, Department of Labor and Licensing

Part 200. Rules Implementing the Arkansas Appraiser Licensing and Certification Act, the Appraiser Management Company Registration Act, the Abstracters' Licensing Law of 1969, and the Arkansas Home Inspectors Registration Act

Subpart 1. General Applicability

17 CAR § 200-101. General provisions.

(a) Purpose.

(1) This part of the State Board of Appraisers, Abstracters, and Home Inspectors is set forth for the purpose of interpreting and implementing the Arkansas Appraiser Licensing and Certification Act, Arkansas Code § 17-14-101 et seq., Arkansas Code § 17-14-201 et seq., and Arkansas Code § 17-14-301 et seq., Appraisal Management Company Registration Act, Arkansas Code § 17-14-401 et seq., Abstracters' Licensing Law of 1969, Arkansas Code § 17-11-101 et seq., and Arkansas Home Inspectors Registration Act, Arkansas Code § 17-52-301 et seq.

(2) These acts establish the board and grant it full responsibility for licensure of appraisers, abstracters, and home inspectors.

(3) It also provides for the regulation of the appraisal practice, the business of abstracting, and the practice of home inspection.

(b) **Citation.** This part shall be known and may be cited as the State Board of Appraisers, Abstracters, and Home Inspectors rules.

(c) Severability.

(1) If any provision of this part or the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications of this part; they can be given effect without the invalid provision or application.

(2) To this end, the provisions of this part are declared to be severable.

(d) Defined terms.

(1) The terms defined in the Arkansas Appraiser Licensing and Certification Act, Appraisal Management Company Registration Act, Abstracters' Licensing Law of 1969, and Arkansas Home Inspectors Registration Act shall have the same meanings when used in this part, unless the context or subject matter clearly requires a different interpretation.

(2) Further terms may be defined in subsequent subparts of this part.

(e) **Rulemaking.** All rules and any subsequent amendments will be promulgated according to the Arkansas Administrative Procedure Act, Arkansas Code § 25-15-201 et seq.

Authority. Arkansas Code §§ 17-11-403, 17-14-203, 17-52-306.

17 CAR § 200-102. Board meetings, operation, and compensation.

(a) Board meetings.

(1)(A) The State Board of Appraisers, Abstracters, and Home Inspectors meets at least twice each calendar year to examine applicants for licensure, hear complaints, and transact other business that comes before it.

(B) The dates for each meeting shall be determined by the board.

(2) Notice of any meeting shall be sent to each board member at least ten (10) days before the scheduled date of the meetings.

(3) An administrative assistant shall be present at all meetings of the board and shall record the minutes of all meetings.

(4) Board meetings shall be recorded in compliance with the Freedom of Information Act of 1967, Arkansas Code § 25-19-101 et seq.

(b) Board operations.

(1)(A) Board officers shall be chair, vice chair, and treasurer.

(B) Terms of office for officers shall last one (1) year.

(2) A quorum of the board shall be five (5) members.

(3) The day-to-day business of the board is conducted by the Executive Director of the State Board of Appraisers, Abstracters, and Home Inspectors and staff.

(4) Public information.

(A) Persons seeking information from or submitting information to the board may do so by written communication to the executive director.

(B) All relevant applications and forms may be obtained on the board's website or through the board's office.

(C) Individuals may inspect and copy public records pursuant to the procedures set forth in the Freedom of Information Act of 1967.

(D)(i) The board shall maintain a roster of duly registered abstracters and business entities showing each registered abstracter's or entity's business name, registration, certificate, or authorization number, and last known mailing address.

(ii) This roster shall be open to public inspection.

(E)(i) The board shall maintain a roster of the names, addresses, email addresses, and telephone numbers of all persons licensed and certified under the Arkansas Appraiser Licensing and Certification Act, Arkansas Code § 17-14-101 et seq., Arkansas Code § 17-14-201 et seq., and Arkansas Code § 17-14-301 et seq., and in accordance with Sections 1103(a)(3) and 1109(a)(1) of Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989, Pub. L. No. 101-73, and shall submit this roster at least monthly to the Appraisal Subcommittee of the Federal Financial Institutions Examination Council.

(ii) This roster may be published and periodically updated and provided to all interested parties at cost.

(5) Board compensation and expense reimbursement.

(A) Each member of the board shall receive a per diem pursuant to Arkansas Code § 25-16-903(5) as compensation for each meeting of the board at which the member is present and for each day or substantial part thereof actually spent in the conduct of the business of the board, plus all appropriate expenses as approved by the board.

(B) Appropriate expenses are the reimbursable expenses a member of the board necessarily incurs in the discharge of the board member's official duties.

(C) Request for compensation and reimbursement of appropriate expenses shall not be processed for payment unless sufficient funds are available for that purpose within the appropriations of this board.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-103. General licensure information.

(a)(1) All individuals licensed, registered, or certified by the State Board of Appraisers, Abstracters, and Home Inspectors are required to provide and maintain current mailing and email address and contact information on file with the board so that the board can remain in contact and provide any and all notices from the board.

(2) The licensed, registered, or certified individual is required to provide written notice to the board of any change in contact information within ten (10) working days of the change.

(3) All board notices sent by mail will be addressed to the latest address on file with the board.

(b) The board shall grant a credential to an applicant who fulfills the Arkansas requirements for licensure and is a person who holds a Federal Form I-766 United States Citizenship and Immigration Services-issued Employment Authorization Document, known popularly as a “work permit”.

(c) Workforce Expansion Act of 2021.

(1)(A) Pursuant to Arkansas Code § 17-5-101 et seq., an applicant may receive a waiver of his or her initial licensure fee, if eligible.

(B) Eligible applicants are applicants who:

(i) Are receiving assistance through the Arkansas Medicaid Program, the Supplemental Nutrition Assistance Program, the Special Supplemental Nutrition Program for Women, Infants and Children, the Temporary Assistance for Needy Families Program, or the Lifeline Assistance Program;

(ii) Were approved for unemployment within the last twelve (12) months; or

(iii) Have an income that does not exceed two hundred percent (200%) of the federal poverty income guidelines.

(2) Applicants shall provide documentation showing their receipt of benefits from the appropriate state agency as follows:

(A) For those applicants receiving assistance under subdivision (c)(1)(B)(i) of this section, documentation from the Department of Human Services;

(B) For unemployment benefits approval in the last twelve (12) months, the Division of Workforce Services; or

(C) For proof of income, copies of all Internal Revenue Service forms indicating applicant’s total personal income for the most recent tax year, e.g., W2, 1099, etc. (3)(A)

An applicant seeking a waiver will be required to provide a signed affidavit confirming that he or she qualifies for waiver based on the conditions listed in subdivision (c)(1) of this section and may be required by the board to submit documentation for verification purposes.

(B) Applicants shall also attest that any documentation provided under subdivision (c)(2) of this section is a true and correct copy and fraudulent or fraudulently obtained documentation shall be grounds for denial or revocation of his or her license.

(d) Criminal record.

(1) An individual is not eligible to receive or hold a license if that individual has pleaded guilty or nolo contendere to or been found guilty of any of the offenses listed in Arkansas Code § 17-3-102(a) or Arkansas Code § 17-3-102(e) by any court in the State of Arkansas or of any similar offense by a court in another state or of any similar offense by a federal court, unless the conviction was lawfully sealed under the Comprehensive Criminal Record Sealing Act of 2013, Arkansas Code § 16-90-1401 et seq., or otherwise previously sealed, pardoned, or expunged under prior law.

(2) If an individual has been convicted of an offense listed in Arkansas Code § 17-3-102(a) or Arkansas Code § 17-3-102(e), the board may waive disqualification of a potential applicant or revocation of a license based on the conviction if a request for a waiver is made by:

- (A) An affected applicant for a license; or
- (B) An individual holding a license subject to revocation.

(3) The board may grant a waiver upon consideration of the following, without limitation:

- (A) The age at which the offense was committed;
- (B) The circumstances surrounding the offense;
- (C) The length of time since the offense was committed;
- (D) Subsequent work history since the offense was committed;
- (E) Employment references since the offense was committed;
- (F) Character references since the offense was committed;
- (G) Relevance of the offense to the occupational license; and
- (H) Other evidence demonstrating that licensure of the applicant does

not pose a threat to the health or safety of the public.

(4) A request for a waiver, if made by an applicant, must be in writing and accompany the completed application and fees.

(5) The board will respond with a decision in writing and will state the reasons for the decision.

(6) An appeal of a determination under this section will be subject to the Arkansas Administrative Procedure Act, Arkansas Code § 25-15-201 et seq.

(e) Prelicensure criminal background check.

(1) Pursuant to Arkansas Code § 17-3-103, an individual may petition for a prelicensure determination of whether the individual's criminal record will disqualify the individual from licensure and whether a waiver may be obtained.

(2) The individual must obtain the prelicensure criminal background check petition form from the board.

(3) The board will respond with a decision in writing to a completed petition within a reasonable time.

(4) The board's response will state the reason or reasons for the decision.

(5) All decisions of the board in response to the petition will be determined by the information provided by the individual.

(6) Any decision made by the board in response to a prelicensure criminal background check petition is not subject to appeal.

(7) The board will retain a copy of the petition and response and it will be reviewed during the formal application process.

(f) Arkansas Occupational Licensing of Uniformed Service Members, Veterans, and Spouses Act of 2021, Arkansas Code 17-4-101 et seq.

(1) The board shall grant automatic licensure to an individual who is the holder in good standing of a license with a similar scope of practice issued by another state, territory, or district of the United States and is:

- (A) A uniformed service member stationed in the State of Arkansas;
- (B) A uniformed service veteran who resides in or establishes residency in the State of Arkansas; or

(C) The spouse of:

(i) A person under subdivision (f)(1)(A) or subdivision (f)(1)(B) of this section;

(ii) A uniformed service member who is assigned a tour of duty that excludes the uniformed service member's spouse from accompanying the uniformed service member and the spouse relocates to this state; or

(iii) A uniformed service member who is killed or succumbs to his or her injuries or illness in the line of duty if the spouse establishes residency in the state.

(2) The board shall grant such automatic licensure upon receipt of all the below: (A)(i)

A completed written Uniformed Service Member Application form.

(ii) The form is available on the board's website or from the board office;

(B) Payment of the initial licensure fee;

(C) Evidence that the individual is a holder in good standing of a license with a similar scope of practice in another jurisdiction; and

(D) Evidence that the applicant is a qualified applicant under subdivision (f)(1) of this section.

(3) The expiration date of a license for a deployed uniform service member or spouse will be extended for one hundred eighty (180) days following the date of the uniformed service member's return from deployment.

(4) A full exemption from continuing education requirements will be allowed for a deployed uniform service member or spouse until one hundred eighty (180) days following the date of the uniformed service member's return from deployment.

(5) The board shall accept relevant and applicable uniformed service education, training, national certification, or service-issued credential toward licensure qualifications or requirements when considering an application for licensure of an individual under subdivision (f)(1) of this section.

(g) Application denial.

(1) If the board finds that there is substantial reason to deny the application for licensure, the board shall notify the applicant that the application has been denied.

(2)(A) The board shall afford the applicant an opportunity for a hearing before the board to show cause why the application should not be denied.

(B) Such requests must be sent to the board within thirty (30) calendar days from the date notification is received from the board to appeal the decision.

(3) All proceedings concerning the denial shall be governed by the Arkansas Administrative Procedure Act.

(4) The applicant has the burden of establishing entitlement to the license.

Authority. Arkansas Code § 17-14-203.

17 CAR § 200-104. Declaratory orders.

(a)(1) A declaratory order is a means of resolving a controversy or answering questions or doubts concerning the applicability of statutory provisions, rules, or orders over which the State Board of Appraisers, Abstracters, and Home Inspectors has authority.

(2) A petition for declaratory order may be used only to resolve questions or doubts as to how the statutes, rules, or orders may apply to the petitioner's particular circumstances.

(3) A declaratory order is not the appropriate means for determining the conduct of another person or for obtaining a policy statement of general applicability from the board.

(4) A petition or declaratory order must describe the potential impact of statutes, rules, or orders upon the petitioner's interests.

(b) The process to obtain a declaratory order is begun by filing with the board a petition that provides the following information:

(1) The caption shall read: Petition for Declaratory Order before the Arkansas State Board of Appraisers, Abstracters, and Home Inspectors;

(2) The name, address, telephone number, and facsimile number of the petitioner;

(3) The name, address, telephone number, and facsimile number of the attorney of the petitioner;

(4) The statutory provision or provisions, agency rule or rules, or agency order or orders on which the declaratory order is sought;

(5) A description of how the statutes, rules, or orders may substantially affect the petitioner and the petitioner's particular set of circumstances, and the question or issue on which petitioner seeks a declaratory order;

(6) The signature of the petitioner or petitioner's attorney;

(7) The date; and

(8) Request for a hearing, if desired.

(c)(1) The board may hold a hearing to consider a petition for declaratory order.

(2) If a hearing is held, it shall be conducted in accordance with Arkansas Code §§ 25-15-208 and 25-15-213, and the board's rules for adjudicatory hearings.

(d)(1) The board may rely on the statements of fact set out in the petition without taking any position with regard to validity of the facts.

(2) Within ninety (90) days of the filing of the petition, the board will render a final order denying the petition or issuing a declaratory order.

Authority. Arkansas Code § 17-14-203.

Subpart 4. Abstracters

17 CAR § 200-401. Certificate of registration.

(a) The State Board of Appraisers, Abstracters, and Home Inspectors shall approve and issue certificates of registration to qualified applicants or disapprove applications for registration for applicants who do not meet the minimum requirements for registration as prescribed in the Abstracters' Licensing Law of 1969, Arkansas Code § 17-11-101 et seq.

(b) Every applicant to the board as a certificate of registration holder, except those individuals authorized to practice law in this state, shall have the following qualifications:

- (1) The applicant shall have a minimum of one (1) year land title-related experience or training prior to the time he or she applies to sit for the registration exam;
- (2) The applicant shall not have a criminal record as described in 17 CAR § 200-103(d); and
- (3) The applicant shall pass the registration exam as described in 17 CAR § 200-402.

(c)(1) All applications for certificates of registration shall be made on forms provided by the board and completed and signed by the applicant.

(2) The application may require the signature acknowledged before a notary public.

(3) All applications shall include the appropriate fees.

(4) The board will not consider an application which is incomplete or with which the correct fees have not been submitted.

(5) All applications shall include a summary or digest of the applicant's land title-related experience or training.

(a) The board reserves the right, at its discretion, to hold for a reasonable length of time for investigation the application of any applicant before issuing a certificate.

(b) Upon successful completion of the application, the board shall notify the applicant by mail of the time and place of the next scheduled examination.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-402. Certificate of registration — Examination.

(a) The examination shall be in the form of written interrogatories as may be prescribed by the State Board of Appraisers, Abstracters, and Home Inspectors to determine the proficiency of the applicant.

(b) The examination shall be comprised of two (2) sections:

(1) Legal descriptions; and

(2) General knowledge of the practice of abstracting.

(c) The test for a certificate of registration shall be given at least twice a year and at such other times and locations as designated by the board.

(d)(1) Tests shall be graded either pass or fail.

(2) Seventy percent (70%) of the questions must be answered correctly to pass.

(e) If failed, the test can be taken two (2) additional times during the next twelve (12) months.

(f) After failure to pass the test, an applicant shall be required to submit a new application and applicable fees if:

(1) The applicant has failed to pass the test three (3) times; or

(2) A twelve-month period within which the applicant has taken the test one (1) or more times expires.

(g) No application shall be submitted sooner than six (6) months following the date on which the last previous examination was administered to the applicant.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-403. Certificate of registration — Renewal.

(a) Certificates of registrations must be renewed on or before July 1 of each year or they will be placed in expired status.

(b)(1) Applicants may renew electronically through a State Board of Appraisers, Abstracters, and Home Inspectors-established electronic process.

(2) Certificate holders shall file a timely and sufficient renewal application with the board by the renewal date each year.

(3) An application shall be deemed filed on the date received by the board, the date of electronic submission or, if mailed, the date postmarked, but not the date metered.

(c)(1) It is the policy of the board to mail or send electronically a renewal notice to credential holders at the last mailing address or email address on file with the board at least sixty (60) days prior to the expiration date of the credential.

(2) Neither the failure of the board to send such a notice nor the credential holder's failure to receive such a notice shall excuse the requirement to timely renew and pay the renewal fee.

(d) **Failure to renew.**

(1)(A) If a holder of a certificate of registration fails to apply for renewal of his or her authority and to pay the fee, the board shall mail a notice that his or her certificate has expired and is no longer valid authority for the person to engage in the business of abstracting.

(B) The notice shall be mailed not more than thirty (30) days following the certificate expiration date.

(2) The holder shall be granted an additional period of sixty (60) days from the date of mailing the notice within which to file his or her application for renewal.

(e) Late renewal.

(1) The certificate of registration shall be placed in expired status unless the certificate holder submits a timely and sufficient renewal application by the expiration date.

(2) Certificates of registration may be renewed within twelve (12) months by submitting a renewal application and fee.

(3) Certificates of registration in an expired status more than twelve (12) months may renew by submitting:

(A) A renewal application;

(B) The renewal fee; and

(C) One (1) abstract completed prior to the certificate being placed in expired status for the board's review.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-404. Temporary certificate of registration.

(a) The State Board of Appraisers, Abstracters, and Home Inspectors may grant a temporary certificate of registration without examination to any person:

(1) Succeeding to the ownership of any abstract plant or business by any means other than by purchase; or

(2) Any person who by reason of the incapacity of any registered abstracter owner of any abstract plant or business is required to assume the operation of the abstract plant or business.

(b) Temporary certificates of registration shall expire according to whichever period is longer of the following:

(1) Six (6) months after its date of issuance; or

(2) Sixty (60) days after the next regularly scheduled examination which could be taken by the applicant.

(c) All applications for temporary certificates of registration shall be made on forms provided by the board and shall include the appropriate fee.

(d) Upon a completed application, the board shall notify the applicant by mail the time and place of the examination.

(e) Should a holder of a temporary certificate of registration not proceed with full certification by passing the examination, the holder shall return the certificate of registration to the board office at the expiration of the certificate.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-405. Certificate of registration — Reciprocity and out-of-state certification.

(a) Reciprocity.

(1) An applicant for a reciprocal certificate of registration pursuant to Arkansas Code § 17-1-108(c) and (d)(1)(A) shall meet the following requirements:

(A) The applicant shall hold a substantially similar certificate in another United States jurisdiction;

(B) The applicant shall hold his or her certificate in good standing;

(C) The applicant shall not have had a certificate revoked for:

(i) An act of bad faith; or

(ii) A violation of law, rule, or ethics;

(D) The applicant shall not hold a suspended or probationary certificate in a United States jurisdiction; and

(E) The applicant shall be sufficiently competent as an abstracter.

(2)(A) An applicant for a reciprocal certificate of registration shall submit a fully executed application, the required fee, and the documentation described below.

(B) As evidence that the applicant's certificate from another jurisdiction is substantially similar to Arkansas's, the applicant shall submit the following information:

(i) Evidence of current and active certification in that state; and

(ii) Evidence that the other state's certification requirements match those listed in 17 CAR § 200-401.

(C) To demonstrate the applicant meets the requirements in subdivision (a)(1) of this section, the applicant shall provide the State Board of Appraisers, Abstracters, and Home Inspectors with:

(i) The names of all states in which the applicant is currently certified or has been previously certified; and

(ii) Letters of good standing or other information from each state in which the applicant is currently or has ever been certified showing that the applicant has not had his or her certificate revoked for bad faith or a violation of law, rule, or ethics and does not hold a certificate on suspended or probationary status.

(D) As evidence that the applicant is sufficiently competent, an applicant shall:

(i) Provide proof of at least one (1) year of verified land title-related experience to the board; and

(ii) Provide proof of the passage of a proficiency examination given by the board or other jurisdiction.

(3) Provisional certificate.

(A) A provisional certificate of registration pursuant to Arkansas Code § 17-1-108 shall be issued immediately upon receipt of:

(i) An application;

(ii) The twenty-five-dollar examination fee; and

(iii) The documentation required under subdivision (a)(2) of this section.

(B) The provisional certificate of registration shall be effective for at least ninety (90) days or until the next regularly scheduled examination that can be taken by the applicant.

(C) After issuance of the provisional certificate of registration, if the board determines that the applicant does not meet the requirements of subdivision (a)(1) of this section, the board may immediately revoke the provisional certificate of registration.

(D) An applicant may provide the rest of the documentation required above to receive a certificate of registration, or the applicant may provide only the information necessary for the issuance of a temporary certificate of registration under 17 CAR § 200-404.

(4) An applicant from a state that does not register abstracters shall meet the following requirements in accordance with Arkansas Code § 17-1-108(d)(2) to be registered in Arkansas:

(A) Submit an application and appropriate fee;

(B) Demonstrate sufficient competency as an abstracter by providing proof of at least one (1) year of verified land title-related experience to the board; and

(C) Pass a proficiency examination given by the board.

(b) Out-of-state certification.

(1) The board shall grant automatic certification to an applicant that is a resident of the State of Arkansas and meets the following requirements:

(A) An applicant does not have a disqualifying criminal offense under Arkansas Code § 17-3-102; and

(B) An applicant does not have a complaint, allegation, or violation pending for his or her abstracter activity.

(2) Applicant shall:

(A) Be in good standing for one (1) year as a certified abstracter in another state, territory, or district of the United States with similar scope of practice; or

(B) Be an individual who worked:

(i) In another state, territory, or district of the United States that does not use an occupational certification to regulate abstracters but is regulated by certification in this state; and

(ii) At least three (3) years in the abstracter or land title-related field.

(3) An applicant shall meet all other certificate of registration requirements for a resident of this state and all renewal requirements of the certificate of registration. (4)(A)

Notwithstanding the requirements in subdivisions (b)(1) – (3) of this section, an applicant may be required to pass an examination specific to relevant state laws that regulate abstracters.

(B) The board may waive the examination requirement if it finds that:

(i) The applicant's education, training, and experience is sufficient substitute for the requirement; and

(ii) Such waiver of the requirements will not harm public health, safety, or welfare.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-406. Certificate of authority.

(a) Any person, firm, or corporation desiring to engage in the business of abstracting in this state shall make application to the State Board of Appraisers, Abstracters, and Home Inspectors for a certificate of authority.

(b)(1) All applications for certificates of authority shall be made on forms provided by

the board and completed and signed by the applicant.

(2) The application may require the signature acknowledged before a notary public.

(3) All applications shall include the appropriate fees.

(4) The board will not consider an application which is incomplete or with which the correct fees have not been submitted.

(5) All applications shall include proof that:

(A) The applicant has available an abstract plant for each county for which abstracts will be prepared, which abstract plant shall be made available for examination by the board;

(B) The applicant is or has employed a registered abstracter; and

(C) The bond requirements provided for in Arkansas Code § 17-11-324 have been complied with.

(c) Upon successful completion of the application and approval by the board, the board shall issue a certificate of authority in such a form as prescribed by the board which includes the county of this state wherein the applicant may operate.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-407. Certificate of authority — Renewal.

(a) Expiration dates of the certificates of authority, either renewal or original, shall be the July 1 following the year from the preceding expiration date.

(b) Certificates of authority shall be renewed for a one-year period upon payment of the renewal fee.

(c) No more than sixty (60) days nor less than thirty (30) days before the expiration date of the certificate of authority issued, the State Board of Appraisers, Abstracters, and Home Inspectors shall mail a notice of expiration and application for renewal to the last known address on file with the board.

(d) Failure to renew.

(1)(A) If a holder of a certificate of authority fails to apply for renewal of his or her certificate of authority and to pay the fee, the board shall mail a notice that his or her certificate of authority has expired and is no longer valid authority for the person to engage in the business of abstracting.

(B) The notice shall be mailed not more than thirty (30) days following the certificate expiration date.

(C) The holder shall be granted an additional period of sixty (60) days from the date of mailing the notice within which to file his or her application for renewal.

(2) Any holder of a certificate of authority who fails to renew his or her certificate of authority within the sixty (60) days above shall be removed from the board's roster and no longer engage in the business of abstracting in this state until authorized by the board.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-408. Fees.

Fees shall be as follows:

- (1) Certificate of Registration, exam, twenty-five dollars (\$25.00);
- (2) Certificate of Registration, temporary, fifteen dollars (\$15.00);
- (3) Certificate of Registration, renewal, fifty dollars (\$50.00);
- (4) Certificate of Authority, application, twenty-five dollars (\$25.00); and
- (5) Certificate of Authority, renewal, one hundred forty-five dollars (\$145).

Authority. Arkansas Code §§ 17-11-403, 17-14-203.

17 CAR § 200-409. Discipline.

(a) The State Board of Appraisers, Abstracters, and Home Inspectors is authorized, after a hearing as provided in Arkansas Code § 17-11-341, to cancel and revoke any certificate of registration issued to any person:

- (1) For a violation of any of the provisions of Arkansas Code § 17-11-101 et seq.;
- (2) Upon a conviction of the holder of such a certificate of a crime under

Arkansas Code § 17-3-102; or

(3) If the board finds the holder to be guilty of habitual carelessness or of fraudulent practices in the conduct of the business of abstracting.

(b) The board is authorized, after a hearing as provided in Arkansas Code § 17-11-341, to cancel and revoke any certificate of authority issued to any person, firm, or corporation for:

(1) Failure to furnish the bond or bonds, or other securities, required by Arkansas Code § 17-11-324;

(2) Failure to properly maintain an abstract plant;

(3) Failure to have employed a registered abstracter as provided in Arkansas Code § 17-11-301; or

(4) Otherwise violating any of the provisions of Arkansas Code § 17-11-101 et seq.

(c) All disciplinary proceedings shall be held in accordance with Arkansas Code § 17-11-341 and the Arkansas Administrative Procedure Act, Arkansas Code § 25-15-201 et seq.

Authority. Arkansas Code §§ 17-11-403, 17-14-203.