



Illinois Department of Financial and Professional Regulation

Division of Real Estate

Real Estate Appraisal Complaint

What we can do for you –

The Division of Real Estate (DRE) will investigate complaints to determine if there has been unlawful or unprofessional conduct by a real estate appraiser. The investigation process can be lengthy depending upon a variety of factors inside and outside of our control. All complaints, that are not anonymously submitted, are acknowledged in writing and you will be notified when DRE has closed the issue.

If this matter or the basis of your complaint involves an appraisal report, please provide the Department with a **full and complete copy of the appraisal report** with this form. If a full copy of the report is not received within ten (10) days of submission of this form, your complaint may be closed, but can be refiled at a later date.

We will make every effort to keep your identity confidential during the investigation. However, the Prosecutions Unit may require your testimony in an administrative proceeding. You may be required to appear as a witness and be subject to cross-examination.

What we cannot do for you –

- We cannot provide legal advice or act as your attorney.
- We cannot order the refund of fees, award damages, or enforce contracts.
- We cannot order appraisers to change appraisals, or values on appraisals.
- We cannot provide you with a new value or tell you if the appraiser's value is correct.

Please type or print legibly and clearly. You must retain a copy of this form for your records, no copies will be provided.

YOUR INFORMATION (COMPLAINANT)

Name	Daytime Phone Number	
Company (if any)		
Address	Email Address	
City	State	Zip
<input type="checkbox"/> I wish to remain anonymous and understand that an anonymous complaint must be supported by evidence or it will be closed and that I will not be contacted about the results of the case.		

CONTACT PERSON on behalf of the COMPLAINANT (indicate "Same" if the Contact is the Complainant)

Contact's Name	Daytime Phone Number	
Contact's Address	Contact's Email Address	
City	State	Zip

INFORMATION ABOUT THE APPRAISER

Name of the Appraiser	License Number if Known
Address of the Property that was Appraised	Date of the Appraisal
Address and Email Address of the Appraiser	Appraiser's Phone Number

Have you Contacted the Appraiser or applicable Profession about your Complaint?

NO YES *If YES, please complete the following:*

Date(s) of Contact Person(s) Contacted

Please include the names of any **Witnesses**

Name of Witness	Address	Phone Number

IF YOU'VE SUBMITTED YOUR COMPLAINT TO ANOTHER AGENCY PLEASE IDENTIFY

AGENCY	Date Submitted

INFORMATION ABOUT YOUR COMPLAINT

Incident date(s):

INFORMATION and DOCUMENT CHECKLIST

- PDF Copy of the Appraisal that is the basis of your complaint
- PDF Copy of supporting documentation (Appraisal Review, Correspondence, Engagement Letter, Contracts, Contractor Statements, etc.)
- Other:

DO NOT INCLUDE personally identifiable information such as a social security number, bank account numbers, or driver's license numbers

CERTIFICATION

I authorize the Illinois Department of Financial and Professional Regulation ("IDFPR"), following its initial review of my complaint, to contact, discuss and/or share my identity, my contact information, and my complaint with any other governmental agency that IDFPR determines may be able to help resolve my complaint while IDFPR investigates the complaint I have filed with IDFPR.

By signing below, I certify that the information provided on or with this form is true and correct to the best of my knowledge. I request that DRE conduct a review of my complaint. To assist with this review, I authorize any person or entity in connection with this complaint to provide relevant information.

If not anonymously submitted, you will receive written acknowledgement of your complaint by email.

Email complaint to: FPR.REcomplaint@illinois.gov

If submitting by mail, send to: **Illinois Department of Financial and Professional Regulation
Attn: Division of Real Estate – Complaints
555 West Monroe Street – Fifth Floor
Chicago, IL 60661**

Signature _____ Date _____