

# HOME INSPECTION INSTRUCTOR APPLICATION

**PLEASE READ CAREFULLY, AS INCOMPLETE APPLICATIONS WILL BE RETURNED.**

- ▶ A \$25 non-refundable registration fee must accompany this original, signed application (photocopies of signed applications are not acceptable). Fees may be paid by check or money order (made payable to the Department of State) or by MasterCard or Visa, using the enclosed credit card authorization form. Do not send cash.
- ▶ Each instructor must submit a resume reflecting at least three years experience as a home inspector during which at least 250 home inspections have been completed.
- ▶ **CHILD SUPPORT STATEMENT.** A signed Child Support Statement is mandatory in New York State (General Obligations Law) - regardless of whether or not you have children. **Any person who is four months or more in arrears in child support may be subject to having his or her business, professional and driver's licenses suspended.** The intentional submission of a false statement for the purpose of frustrating or defeating the lawful enforcement of support obligations is punishable pursuant to Section 175.35 of the Penal Law. It is a class E felony to offer a false instrument for filing with a state or local government with intent to defraud.

**PLEASE PRINT OR TYPE.**

**INSTRUCTOR DATA**

INSTRUCTOR'S NAME \_\_\_\_\_

HOME ADDRESS (NUMBER AND STREET; APT. NUMBER) \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP+4 \_\_\_\_\_

E-MAIL ADDRESS (IF ANY) \_\_\_\_\_

CURRENT OCCUPATION \_\_\_\_\_

BUSINESS TELEPHONE NUMBER \_\_\_\_\_

HOME TELEPHONE NUMBER \_\_\_\_\_

( )

( )

BUSINESS ADDRESS (NUMBER AND STREET; ROOM/SUITE DESIGNATION) \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP+4 \_\_\_\_\_

Have you ever been convicted of a criminal offense that is a misdemeanor or felony or had any license, certification, commission or registration denied, suspended or revoked in this state or elsewhere?

Yes\*  No **If Yes\*, attach a statement of complete details.**

**Child Support Statement** — *You must complete this section. If you do not complete it, your application will be returned.*

**"X" A or B, below**

I, the undersigned, do hereby certify that (You must "X" A or B, below):

- A.  **I am not under obligation to pay child support.** (SKIP "B" and go directly to **Applicant Affirmation**).
- B.  I am under obligation to pay child support (You must "X" any of the four statements below that are true and apply to you):
  - I do *not* owe four or more months of child support payments.
  - I am making child support payments by income execution or court approved payment plan or by a plan agreed to by the parties.
  - My child support obligation is the subject of a pending court proceeding.
  - I receive public assistance or supplemental social security income.

**Applicant Affirmation** — In addition, I affirm under the penalties of perjury, that the statements made in my application, including statements made in any accompanying papers, are true and correct.

*Applicant's Signature*

**X** \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICE EFFECTIVE DATE: \_\_\_/\_\_\_/\_\_\_ FEE RECEIVED: \$\_\_\_\_\_ TO REVENUE: \_\_\_/\_\_\_/\_\_\_ RECEIPT #: \_\_\_\_\_

USE ONLY APPROVAL MAILED: \_\_\_/\_\_\_/\_\_\_ LABEL [ ]

**A fee of \$20 will be charged for any check returned by a bank for insufficient funds.**