

RECEIVED

OCT 16 2017

Dept of Business & Industry
Real Estate Division-LV

Cert No. 7005 1820 0004 4694 1414

To whom it may concern

I am writing this letter to appeal the decision of the Nevada Real Estate Division in denying my application for a real estate appraiser intern license.

I am fully aware of the grounds for denial and based on the facts of my case 9 years ago, I understand why the initial decision was made.

I would however like the NRED to take into consideration my exemplary record of personal conduct and achievement prior to my indiscretion and my record since the case which has also been spotless even under the obvious trying circumstances that I created.

At the time, I was very forthright with the investigators and my actions of taking full responsibility for my poor decisions went a long way towards the very favorable punishment I received from the Court.

I have finally found another occupation in appraising that I enjoy and I know that I can be very good at. I fully understand the parameters that Appraisers must work within and the need for 100% trustworthiness and compliance and if I thought that I would be unable to meet all the standards then I would not have wasted my time and effort up until this point and I would surely not waste your time or my time moving forward as I attempt to fulfill my hours and education over the next 2 years.

I am asking to be given a chance to prove myself and my integrity and I would even suggest extra probationary periods or procedures being put in place by the NRED until such a time my character and work proved to the division my worth.

Please consider my appeal with an open mind and I look forward to hopefully a favorable outcome.

Yours Sincerely



Mark Collingbourne

BRIAN SANDOVAL
Governor

STATE OF NEVADA



C.J. MANTHE
Director

SHARATH CHANDRA
Administrator

DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION

www.red.nv.gov

September 12, 2017

Mark W. Collingbourne
9530 W. Diablo Dr.
Las Vegas, Nevada 89148

Re: Appraiser Intern Application

Certificate No. 7005 1820 0004 4694 1414

Dear Mr. Collingbourne:

The Nevada Real Estate Division has reviewed your application for your Nevada real estate appraiser intern application. You disclosed a plea of guilty to felony theft from a casino in 2009 where you were given probation and ordered to pay \$76,000 dollars in restitution. You were released from probation in 2013 without completing restitution. The remaining amount was \$62,000. The Division has determined that you do not possess the trustworthiness and integrity necessary for a real estate license appraiser intern registration.

After careful consideration, it is the determination of the Division to deny your application for a real estate appraiser intern registration. The denial of your application is pursuant to NRS 645C.270(3.):

"3. The Division may deny any application for a registration card on any ground sufficient to deny an application for a certificate or license."

And 645C.320(2.):

"2. The Administrator may deny an application for a certificate or license to any person who:

(a) Has been convicted of, or entered a plea of guilty, guilty but mentally ill or nolo contendere to, forgery, embezzlement, obtaining money under false pretenses, larceny, extortion, conspiracy to defraud, or any crime involving moral turpitude;"

You have the right to request, in writing, an appeal of this decision within 30 days of receiving this letter per NRS 645C.370. Please be advised that at an appeal hearing, the Nevada Commission of Appraisers of Real Estate may review your entire licensing record and may question you thereon.

If you wish to appeal this decision, please mail your request to the Real Estate Division to the attention of:

Teralyn Thompson, Administration Section Manager
Nevada Real Estate Division
3300 W Sahara Ste 350
Las Vegas, Nevada 89102

Sincerely,



Susan Clark
LICENSING MANAGER

Cc: Todd Kieffer

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
REAL ESTATE DIVISION

2501 East Sahara Avenue, Suite 102 * Las Vegas, NV 89104-4137 * (702) 486-4033
e-mail: realest@red.nv.gov <http://red.nv.gov/>

RECEIVED

MAR 27 2017

DEPT OF BUSINESS & INDUSTRY
REAL ESTATE DIVISION

**REAL ESTATE APPRAISER
INTERN REGISTRATION APPLICATION**

*Only information deemed by law to be confidential shall be confidential (SSN, exam results, background investigation results). Most information provided by an applicant for licensure is public information and must be provided upon request. By policy, the Real Estate Division shall post (via the web site) and sell licensee lists which include the licensee's name, business address (even if same as home address), and business telephone number.

FEE: \$290.00 (Forms of payment: check, money order, or cashiers check made payable to NRED or cash in exact amount)

1. Name of Applicant: Collingbourne Mark W
Last First M.I.

Residence Address*: 9530 W Diablo dr Las Vegas NV 89148
Street City State Zip

Mailing Address: Same.
Street or P.O. Box City State Zip

Home Phone: 702 501 6054 Business Phone: 702 501 6054

Date of Birth: [REDACTED] Social Security Number*: [REDACTED]

Email address*: Purcoll@yahoo.com Country Citizenship: USA

2. **Employment History:** Include previous 5 years

DATE	OCCUPATION	BUSINESS NAME AND ADDRESS
1997-2008	Casino Manager	Harrahs/Caesars Entertainment L.V
2008-Pres	Stay at home parent	—

3. **Investigation information:** If your answer is **YES** to any of the following questions, attach the order of the court as a result of the proceedings. On an attached sheet, write a full detailed explanation, including dates, location, incident that caused the charge to be filed, and any other pertinent information.

Yes No

- a. Have you or any business in which you are or were an owner, partner, officer or director ever been involved in an administrative proceeding regarding any professional or occupational license?
- b. Has any license issued to you or any partnership or corporation of which you were a member or officer by any public authority been suspended or revoked?
- c. Has a surety company declined to be surety on any bond written on you in the two years prior to the date of the application?

430 780
MRB 3/27/17

Yes No 3. Investigation information continued

- d. Have you ever been convicted of a felony, gross misdemeanor, or misdemeanor?
- e. Have you ever been convicted of, or are you under indictment for, or have you entered a plea of guilty or nolo contendere to forgery, embezzlement, obtaining money under false pretenses, larceny, extortion, conspiracy to defraud or any crime involving moral turpitude?
- f. Are you presently on parole or probation or paying any restitution?
- g. Have you ever filed bankruptcy or has bankruptcy been filed against you? If filed within 7 years from the date of this application, please provide a copy of the discharge.
Date of discharge 2002.

4. CHILD SUPPORT DECLARATION FOR NRS 425.520

Please indicate in the appropriate box below which **one** of the provisions apply to you. Your application for the issuance of this license will be denied if you do not complete this section.

- I am NOT subject to a court order for the support of a child.
- I am subject to a court order for the support of one or more children and AM IN COMPLIANCE with that order or plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed in that order.
- I am subject to a court order for the support of one or more children and NOT IN COMPLIANCE with that order or plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed in that order.

5. DECLARATION: Signature of applicant-NRS 53.045

I, (print name) Mark Collingborne, hereby, under penalty of perjury declare that the answers contained in this application are true and correct; and I understand:

- That if I am subject to a court order for support of one or more children and I am not in compliance with that order or plan my application for license, certification or renewal of a license or certification will be denied;
- That I will faithfully comply with all the statutes and regulations of the State of Nevada pertaining to the conduct of real estate licensees in the State of Nevada;
- That by signing this application I authorize any person or institution to which reference is made by me in connection with the application to release or divulge to the Real Estate Division any information in the possession of such person or institution regarding me.

Applicant's signature:



Date:

2.8.17

PICTURE: Please place your current picture, 2" or larger, in the section below.

UW

2-8-17



6. ACKNOWLEDGMENT OF INTENT TO EMPLOY

Supervising Appraiser name: TODD B KIEFFER Certificate number: A. 0205943

Business Name: ALBON ARON APPRAISALS

Business Address: 8338 HOLLYWOOD HILLS AVE LAS VEGAS NV 89176
Street City State Zip

Mailing Address: ~~8338~~ SAME

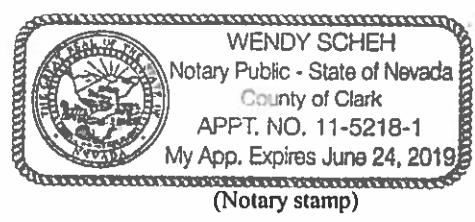
I, TODD B KIEFFER certify that I am a duly licensed Appraiser on active status with the Nevada Real Estate Division of the Department of Business and Industry, and that it is my present intent to employ or associate with me Mark Collingbourne (name of Intern) the within-named intern appraiser, applicant, and that if a registration card is issued I will exercise careful supervision over his/her appraisal activities while he/she is associated with or employed by me.

Signature: *[Handwritten Signature]* Date: 2-21-17

STATE OF Nevada SS. COUNTY OF Clark

This instrument was acknowledged before me on 02/21/2017 date, in the possession of applicant or by,

Todd B. Kieller
(Print name of person who presents the document)



[Handwritten Signature]
Signature of Notarial Officer



CIVIL APPLICANT WAIVER

NOTICE OF NONCRIMINAL JUSTICE APPLICANT'S RIGHTS


As an applicant who is the subject of a Federal Bureau of Investigation (FBI) fingerprint-based criminal history record check for a noncriminal justice purpose you have certain rights which are discussed below.

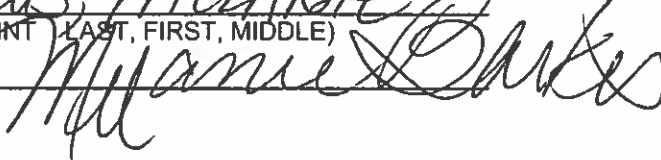
1. You must be notified by (enter name of submitting agency) Nevada Real Estate Division (NRED) that your fingerprints will be used to check the criminal history records of the FBI and the State of Nevada.
2. If you have a criminal history record, the officials making a determination of your suitability for the job, license or other benefit for which you are applying must provide you the opportunity to complete or challenge the accuracy of the information in the record. You may review and challenge the accuracy of any and all criminal history records which are returned to the submitting agency. The proper forms and procedures will be furnished to you by the Nevada Department of Public Safety, Records Bureau upon request. If you decide to challenge that accuracy or completeness of your FBI criminal history record, Title 28 of the Code of Federal Regulations Section 16.34 provides for the proper procedure to do so:
16.34 – Procedure to obtain change, correction or updating of identification records.
If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency.
3. Based on 28CFR § 50.12 (b), officials making such determinations should not deny the license or employment based on information in the record until the applicant has been afforded a reasonable time to correct or complete the record or has declined to do so.
4. You have the right to expect that officials receiving the results of the fingerprint-based criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal or state statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.
5. I hereby authorize (enter name of the requesting agency) Nevada Real Estate Division (NRED) to submit a set of my fingerprints to the Nevada Department of Public Safety, Records Bureau for the purpose of accessing and reviewing State of Nevada and FBI criminal history records that may pertain to me.
In giving this authorization, I expressly understand that the records may include information pertaining to notations of arrest, detainments, indictments, information or other charges for which the final court disposition is pending or is unknown to the above referenced agency. For records containing final court disposition information, I understand that the release may include information pertaining to dismissals, acquittals, convictions, sentences, correctional supervision information and information concerning the status of my parole or probation when applicable.

6. I hereby release from liability and promise to hold harmless under any and all causes of legal action, the State of Nevada, its officer(s), agent(s) and/or employee(s) who conducted my criminal history records search and provided information to the submitting agency for any statement(s), omission(s), or infringement(s) upon my current legal rights. I further release and promise to hold harmless and covenant not to sue any persons, firms, institutions or agencies providing such information to the State of Nevada on the basis of their disclosures. I have signed this release voluntarily and of my own free will.

A reproduction of this authorization for release of information by photocopy, facsimile or similar process, shall for all purposes be as valid as the original.

In consideration for processing my application I, the undersigned, whose name and signature voluntarily appears below; do hereby and irrevocably agree to the above.

Applicant's Name: COLLINGBOURNE MARK WILLIAM
(PLEASE PRINT LAST, FIRST, MIDDLE)
Address: 9530 W. Diablo dr Las Vegas NV 89148
Applicant's Signature: 
Date: 2.8.17

Submitting Agency: Nevada Real Estate Division (NRED)
Address: 2501 E. Sahara, Suite 102, Las Vegas, NV 89104
Agency representative: BAEKUS, MARANIE
(PLEASE PRINT LAST, FIRST, MIDDLE)
Agency representative's Signature: 
Date: 3/27/17

REPORT OF EXISTENCE OF NEVADA BUSINESS LICENSE
Pursuant to NRS 645C

All applicants MUST complete this section. Please select ONE option.

I have a Nevada business license number assigned by the Nevada Secretary of State upon compliance with the provisions of NRS Chapter 76.

My Nevada business license number is: _____

I have applied for a Nevada business license with the Nevada Secretary of State upon compliance with the provision of NRS Chapter 76 and my application is pending.

I do NOT have a Nevada business license number.

The Real Estate Division is not the arbiter of determining whether the applicant needs a business license. Information about the Nevada business license can be found on the Secretary of State's website at: <http://nvsos.gov/>

REGISTER OF ACTIONS
CASE No. 09C254545

The State of Nevada vs Mark W Collingbourne

§
§
§
§
§
§
§

Case Type: **Felony/Gross Misdemeanor**
Date Filed: **05/15/2009**
Location: **Department 21**
Conversion Case Number: **C254545**
Defendant's Scope ID #: **1188973**
Lower Court Case Number: **08F26211**

RELATED CASE INFORMATION

Related Cases
08F26211X (Bind Over Related Case)

PARTY INFORMATION

Defendant Collingbourne, Mark W

Lead Attorneys
Terry A. Moore
Retained
702-382-0711(W)

Plaintiff State of Nevada

Steven B Wolfson
702-671-2700(W)

CHARGE INFORMATION

Charges: Collingbourne, Mark W	Statute	Level	Date
1. ACTIONS WHICH CONSTITUTE THEFT	205.0832	Felony	01/01/1900
1. THEFT-PENALTIES	205.0835	Felony	01/01/1900

EVENTS & ORDERS OF THE COURT

09/01/2009 **Sentencing (9:30 AM) ()**
SENTENCING Court Clerk: Denise Husted Reporter/Recorder: Janie Olsen Heard By: Valerie Adair

Minutes

09/01/2009 9:30 AM
- Parties argued and submitted. DEFENDANT COLLINGBOURNE ADJUDGED GUILTY of THEFT (F). COURT ORDERED, in addition to the \$25.00 Administrative Assessment fee, submission to DNA testing under the direction of the Division and payment of a \$150.00 Analysis fee to the Clerk of the Court and payment of RESTITUTION in the amount of \$76,000.00, Defendant SENTENCED to a MINIMUM of TWELVE (12) MONTHS in the Nevada Department of Corrections with a MAXIMUM of THIRTY-TWO (32) MONTHS, SUSPENDED; placed on PROBATION for an indeterminate period not to exceed FIVE (5) YEARS. CONDITIONS: 1. Pay restitution of \$76,000; payment schedule to be determine by the Division of Parole and Probation; 2. Sign a civil confession of judgment; 3. Disclose this conviction to all future employers; 4. Submit to genetic marker testing and pay a \$150.00 fee to the Clerk of the Court; 5. Comply with imposed curfew as deemed necessary by the Division of Parole and Probation. BOND, if any EXONERATED. FURTHER, matter set for a status check regarding restitution. 9/7/10 9:30 AM STATUS CHECK: PAYMENT OF RESTITUTION

[Parties Present](#)
[Return to Register of Actions](#)

*Balance of Restitution:
\$ 62,000*

To whom it may concern

2-8-2017

I have enclosed the register of Actions from my Felony Gaming case in 2009.

The case was concluded with my Guilty plea on September 2009. After taking into account my coming forward with a guilty plea and helping them with their case, I was leniently given a 3 year probation sentence with restitution payable.

They took into account it was the one bad transgression I had made throughout my life and it took place at a time when they were dire personal things happening in my private life. My previous good standing was a great help in the case.

After fulfilling the 3 year probationary period and making restitution payments I was given a discharge in 2013 with Caesars palace not choosing to follow up on the remaining amount due at that time.

It is not an incident that I will ever be proud of and I will have to live with the shame the rest of my life but I have accepted full responsibility for my actions and have moved on to a very positive place in my life. The time has been sufficient I hope to prove my moral ethics and turpitude are beyond question and I hope that I will be given the chance to move past this incident and prove successful within an Appraisal career.

Mark Collingbourne

A handwritten signature in black ink, appearing to read 'M. Collingbourne', with a long horizontal line extending to the right.

Certificate of Completion

This is to certify that

Todd B Kieffer - License # A.0205943-CR

has successfully completed the course **Supervisor-Trainee Course for Nevada**
(Approval Number # CE.0008792-A) for 4 hour(s) of continuing education credit
for recertification in the state of Nevada. The course was completed on Sunday ,
January 22, 2017 given via distance education at:

<http://www.mckissock.com>



Richard D. McKissock
Education Director, McKissock





McKissock Learning

218 Liberty Street P.O. Box 1673 Warren, PA 16365

— Transcript —

MARK COLLINGBOURNE

9530 W Diablo Drive

Las Vegas, NV 89148

PROGRAM NAME	CLOCK HOURS	DATE ENROLLED	DATE COMPLETED	PASS/FAIL	LICEN TYP
Supervisor- Trainee Course for Nevada	4	03/22/17	03/24/17	P	NV Apprai Contin Educat

Signature

Richard D. McKissock

This is not an "official" transcript and is not to be used in place of signed course completion certificates. If you have completed



KEY REALTY
SCHOOL

CERTIFICATE OF EDUCATION

This is to certify that

Mark Collingbourne

Has successfully completed the following educational program

3 Hours of Nevada Appraisal Law #PL.0008683-A

Date of Course Completion: PL.0008683-A October 4, 2016

Student Signature:

I certify that I have completed this course through my own efforts in the matter outlined in the Key Realty School mission statement.

School Signature:

School Counselor - Leah Cunningham

This certificate has been issued by Key Realty School of Nevada
Approved by the Nevada Real Estate Division, on behalf of the Nevada Real Estate Appraisal Commission
This course has been completed through online instruction

Key Realty School 3650 E. Flamingo Rd. Las Vegas, NV 89121 (800) 472-3893



KEY REALTY
SCHOOL

CERTIFICATE OF EDUCATION

This is to certify that

Mark Collingbourne

Has successfully completed 15 Hrs of

Uniform Standards of Professional Appraisal Practice #PL.0008674-A

Date of Course Completion: PL.0008674-A October 11, 2016

Student Signature:

I certify that I have completed this course through my own efforts in the matter outlined in the Key Realty School mission statement.

School Signature:

School Counselor - Leah Cunningham

This certificate has been issued by Key Realty School of Nevada
Approved by the Nevada Real Estate Division, on behalf of the Nevada Real Estate Appraisal Commission
This course has been completed through online instruction

Key Realty School 3650 E. Flamingo Rd. Las Vegas, NV 89121 (800) 472-3893



KEY REALTY
SCHOOL

CERTIFICATE OF EDUCATION

This is to certify that

Mark Collingbourne

Has successfully completed the following educational program

30 Hour Appraisal Principles #PL0008681-A

Date of Course Completion: August 23, 2016

Student Signature:

I certify that I have completed this course through my own efforts in the matter outlined in the Key Realty School mission statement.

School Signature:

School Counselor - Leah Cunningham

This certificate has been issued by Key Realty School of Nevada
Approved by the Nevada Real Estate Division, on behalf of the Nevada Real Estate Appraisal Commission
This course has been completed through online instruction

Key Realty School 3650 E. Flamingo Rd. Las Vegas, NV 89121 (800) 472-3893



KEY REALTY
SCHOOL

CERTIFICATE OF EDUCATION

This is to certify that

Mark Collingbourne

Has successfully completed the following educational program

30 Hours of Appraisal Procedures #PL0008682-A

Date of Course Completion: October 10, 2016

Student Signature:

I certify that I have completed this course through my own efforts in the matter outlined in the Key Realty School mission statement.

School Signature:

School Counselor - Leah Cunningham

This certificate has been issued by Key Realty School of Nevada
Approved by the Nevada Real Estate Division, on behalf of the Nevada Real Estate Appraisal Commission
This course has been completed through online course work

Key Realty School 3650 E. Flamingo Rd. Las Vegas, NV 89121 (800) 472-3893