



HTTP://WWW.COOPAPPRAISAL.COM



MAIL@COOPAPPRAISAL.COM

APPRAISAL ORDER FORM

DATE: _____ ORDERED BY: _____

LENDER: _____ ADDRESS: _____

PHONE #1: _____ PHONE #2: _____ FAX: _____ EMAIL: _____

REPORT TYPE (PLEASE CHECK)

URAR (1004) 2-4 FAMILY RESIDENCE DRIVE-BY (2055)
 (4-PAGE FORM: #1025) INTERIOR INSPECTION: YES NO

OTHER REPORT TYPE (SPECIFY): _____

FHA CASE NUMBER (WHEN APPLICABLE): _____

IS THIS A REFINANCE? SALE? BORROWER EST. VALUE \$ _____ PURCHASE PRICE^{NOTE} \$ _____

NOTE A COMPLETE OFFER TO PURCHASE MUST BE SUPPLIED TO OUR OFFICE

CONTACT INFORMATION

BORROWER(S) NAME(S) & PROPERTY TO BE APPRAISED: _____

CONTACT PERSON FOR ENTRY INTO HOME: _____

CONTACT PHONE #s HOME: _____ (B-WORK): _____ (C-WORK): _____

LENDER INFORMATION

LENDER NAME & ADDRESS TO APPEAR ON APPRAISAL: _____

BILL APRAISAL TO: _____

“ANGALOG” SHIPPING VIA: _____
WE CAN SHIP US MAIL, USE YOUR ACCOUNT # WITH A SPECIFIC COURIER, OR USE OUR COURIER FOR A FEE

“DIGITALLY” SHIP FILE TO AND IN WHAT FORMAT: _____
NUMEROUS FILE FORMATS, WITH COLOR, ARE AVAILABLE: ADOBE PDF, A GRAPHIC FILE, or “ACI Software” FILE

! IMPORTANCE NOTICE !

In the event that the subject property *is inspected* and the estimated value cannot be reached, a minimum CANCELLATION FEE of \$150.00 will be assessed to cover trip charges and inspection fees. LENDERS should verify that estimated values are realistic when ordering the appraisal. According Wisconsin Administrative Code for Real Estate Appraisers Board, USPAP Sec 2-3, appraiser’s compensation cannot be contingent upon pre-determined values. The appraiser will notify the loan office if the property’s value is less than 5% of the estimated value.

In the event that the appraiser arrives at the property and the property is unavailable for inspection (due to incomplete construction, missing repairs, missed appointments, lack of property access, etc.), a TRIP FEE of no less than \$75.00 and no more than \$100.00 will be assessed, according to the property’s distance from our office.

SIGNATURE and DATE TO CONFIRM ORDER