

Independent Appraisal Group

P.O. Box 1612, Lake Havasu City, Arizona 86405 Real Estate Appraisers ~ Property Tax Consultants
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This is considered a letter of Engagement and notice of Terms and Conditions for this appraisal assignment.

Date Ordered _____

Subject Property:

Address: _____ City: _____

Legal Description: Tract _____ Block _____ Lot _____ Assessor's Parcel # _____

Owner / Buyer _____

Home Phone _____ Work Phone _____ Cell Phone _____

Access: _____ Phone#: _____

The Intended Use of the Appraisal is to determine an opinion of market value for:

- Sale / Purchase Refinance Establish Value for _____
 Other _____

Is your home a: Stick Built Home _____ Manufactured Home _____ Condominium _____ Custom Home _____
 On the Golf Course _____ On the River / Lake _____

Comments: _____

The client will accept full financial responsibility for the appraisal assignment.

If payment is a check, the check MUST clear the bank before any information or the appraisal will be released. Returned checks will be charged a minimum of \$35.00. Money orders and cash are preferred methods of payment.

Appraiser reserves the right to refuse service to anyone. Appraiser also reserves the right to cancel the appraisal order due to unprofessional acts by the client including but not limited to verbal attacks, unethical comments, etc. Should the order be canceled, the same cancellation fees will be applied. See below.

There will be no charge for a canceled order if the appraiser has not yet observed the property. If the property has been observed, there will be a minimum \$100.00 charge to cancel the order. Depending on the actual status of the appraisal this fee will be changed accordingly.

All appraisal fees are "Due upon Receipt". Accounts not paid after 90 days will be charged \$50.00 late fee and will be charged for any Attorney, legal, collection, or processing fees necessary to collect unpaid amounts at a minimum of \$200.00.

There is a fee for all professional services rendered.

Appraisal fees may change due to the complexity of the appraisal assignment.

If the appraiser is required by the client to appear in court as a result of making the appraisal, the client will be obligated to pay the appraiser for time required to appear in court including but not limited to prep time and travel expenses.

In compliance with the Uniform Standards of Professional Appraisal Practice (USPAP), the engagement and compensation of the appraiser in this assignment will not be contingent upon developing or reporting predetermined results, opinion of value, or direction of value, attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of the appraisal assignment.

In compliance with the USPAP Advisory Opinion 19, "comp checks", "pencil searches", "ballpark figures", etc will not be offered.

This appraisal will be prepared for the client named below and is for the sole and exclusive use of named client. We request that you seek our written authorization before releasing the report to any other party.

Submission of this order form represents acceptance of the terms and conditions set forth here. Any exceptions should promptly be discussed with the appraiser prior to the commencement or completion of this appraisal process.

We will proceed with the preparation of this appraisal upon receipt of a signed copy of this letter. If you have any questions about anything contained in this letter please give us a call.

The client, _____ will be financially responsible to the appraiser for payment of the fee which is \$ _____.

Client (Intended User) _____ Name of Person Ordering _____

Address _____ City/State/Zip _____

Appraisals are delivered in PDF form by E-Mail. There is a \$25 fee for a hard copy of the appraisal if you require one. Please specify that you need a hard copy in the comments section and make sure the Appraiser knows you need one.

Ship to E-Mail _____

Phone _____ Fax _____

Signature _____ Date _____