

Request for Appraisal Dispute

****PLEASE READ THESE INSTRUCTIONS COMPLETELY BEFORE SUBMITTING REQUEST****

- 1) This request form will need to be filled out in its entirety. Please be sure that you have included all of the information/additional sales you would like reviewed and considered because we will only contact the appraiser **one time** concerning a dispute to ensure there is no pressure or undue influence and to protect all parties. **Submission of this request is confirmation that the info/sales you have sent completes the data for your dispute request. If you do not have all the data at this time, please wait to submit.**
- 2) Examples of **acceptable** information for a dispute:
 - a) Additional market data including sales that closed within one year of the effective date (up to 5 sales)
 - b) Information regarding the Subject and/or Comparables utilized in the appraisal that is incorrect or not included and is materially relevant to the conclusions in the report
 - c) Documentation the appraiser's sketch/GLA is incorrect
 - d) Previous appraisal from within the last 12 months
- 3) Examples of **unacceptable** information for a dispute:
 - a) Any information that points to a specific value or value range (ie: Zillow estimate, borrower's estimate)
 - b) Sales that settled after the effective date
 - c) Active listings/Pending sales

Property / File Information

File Number or Loan Number:

Street Address:

Property State:

Borrower Name:

Requestor's Name **and** Title:

Requestor's Email:

Requestor's Phone Number:

Reason for Dispute Request:

Additional Market Data for Consideration (enter MLS #, address, etc.):

By checking the box, I acknowledge this is not an attempt to influence the originating appraiser's final opinion of value; however I am requesting the originating appraiser review the above market data, provide additional information or explanation about the basis for the value conclusion.