

Access Contact Information

*Primary Borrower: _____

*Primary Borrower's Home Phone: _____ Work Phone: _____

Co Borrower's Home Phone: _____ Work Phone: _____

If Contract, Access Contact: _____ Phone: _____

*Need Appraisal By: _____ Special Instructions: _____

TERMS & CONDITIONS OF APPRAISAL ORDER

New and Out-of-Area Clients:

Appraisal fee is due in full at the time of inspection.

Clients on Account:

Payment is due within 30 days of appraisal delivery or within 5 business days of loan closing **whichever occurs first**. Past due payments may be subject to a 1.5% late fee.

An additional re-billing fee of \$50.00 may be applied after 45 days.

Appraisal fee(s) are due regardless of loan closing.

Possible Additional Charges:

In some instances, prices may vary due to the **LOCATION** and/or **COMPLEXITY** of appraisal assignment. Such charges will be discussed with client prior to the acceptance of the appraisal order. Base prices are subject to change without notice. All pricing is listed in US Dollars.

An additional \$75.00 trip fee will be charged for "no-shows." This fee will be charged in addition to the respective appraisal fee.

Turn-Around Times:

Krause Valuation Company makes every effort to return the appraisal report to the client by 5:00 PM on the 6th or 7th calendar day following acceptance of the order (Form 1004 = 7 days. Other forms may take longer or be completed sooner). For example, if a Fannie Mae URAR 1004 appraisal is ordered on Monday by 4:00 PM MST, the report will be e-mailed or delivered to a local client no later than the following Monday at 5:00 PM MST. If the client is not located within the local area and has requested a hard copy of the report, the appraisal report will be mailed via Priority Mail by the following Monday at 4:30 PM MST.

Orders received after 4:00 PM MST will be "time stamped" as received on the **following** business day. Weekends and holidays are not considered business days under this agreement.

Again, every attempt is made to return the appraisal report to the client as set forth above. However, on occasion, it may become necessary for Krause Valuation Company to extend the due date if after accepting and entering into the appraisal assignment it becomes apparent that additional information, research or work is necessary to complete a credible appraisal report under the requirements of USPAP; if the appraiser must wait on the verification of sales or other data of third parties; if the client allowed the extension of the due date beyond the 7th calendar day within the original appraisal order; if delays resulting from acts of God, failure of equipment/software, failure of public utilities or family emergencies occur. Holidays may also extend the respective due dates. Complex appraisal assignments or properties located in difficult locations may also take longer to complete. However, turn times on such assignments will generally be determined at the time the order is accepted.

SIGNATURE _____

DATE _____