

# David F. Beccaria & Associates



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 National Association of Realtors Appraisal Section RAA #36  
 National Association of Master Appraisers #9893

Serving Santa Cruz, Monterey, Santa Clara, and San Benito Counties.  
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## FAX APPRAISAL ORDER

PROPERTY TO BE APPRAISED \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 OWNER(S) \_\_\_\_\_  
 PHONE NUMBER(S) HOME \_\_\_\_\_ OFFICE \_\_\_\_\_  
 BORROWER/CLIENT \_\_\_\_\_  
 PHONE NUMBER(S) HOME \_\_\_\_\_ OFFICE \_\_\_\_\_

**TYPE OF PROPERTY-CIRCLE APPROPRIATE TYPE:**  
 MOBILE/MANUFACTURED SFR MULTI-FAMILY CONDO LAND OTHER

**TYPE OF LOAN-CIRCLE THE APPROPRIATE TYPE:**  
 CONV. FHA(SEE F-1) PRIVATE OTHER

**SPECIALTY ASSIGNMENT-CIRCLE APPROPRIATE TYPE:**  
 PRE-FORECLOSURE REO(FORECLOSURE) RELOCATION REVIEW(SEE F-2)  
 LITIGATION PARTNERSHIP-DISSOLUTION ESTATE(SEE F-3) GIFT

**TYPE OF APPRAISAL/SCOPE OF WORK-CHECK APPROPRIATE TYPE:**  
 NEW FANNIE MAE FORM \_\_\_\_\_ OLD FANNIE MAE FORM \_\_\_\_\_  
 COMPLETE APPRAISAL/ SUMMARY REPORT/FULL APPRAISAL(TYPICALLY 1004) \_\_\_\_\_  
 LIMITED APPRAISAL/SUMMARY REPORT/INTERIOR INSPECTION & SKETCH(2055) \_\_\_\_\_  
 LIMITED APPRAISAL/SUMMARY REPORT/EXTERIOR INSPECTION(2055) \_\_\_\_\_  
 OTHER INSTRUCTIONS \_\_\_\_\_  
 PURCHASE PRICE IF SALE(SEE F-4) \_\_\_\_\_

**LICENSE LEVEL REQUIRED: (FEE MAY BE ADDED IF SUPERVISORY APPRAISER MUST INSPECT)**  
 APPRAISAL TRAINEE ACCEPTABLE WITH SUPERVISORY APPRAISER SIGNATURE BUT NO INSPECTION \_\_\_\_\_  
 APPRAISAL TRAINEE ACCEPTABLE WITH SUPERVISORY APPRAISER SIGNATURE WITH INSPECTION \_\_\_\_\_  
 APPRAISAL LICENSE REQUIRED \_\_\_\_\_  
 APPRAISER CERTIFICATION REQUIRED \_\_\_\_\_

F-1 NOTE: IF THIS IS AN FHA LOAN PLEASE INCLUDE THE FHA CASE NUMBER AS WE CAN NOT PROCEED WITHOUT IT.

F-2 NOTE: PLEASE INDICATE DESK OR FIELD AND SEND A COMPLETE COPY OF APPRAISAL REPORT TO BE REVIEWED INCLUDING PHOTOGRAPHS.

F-3 NOTE: IF FOR ESTATE PURPOSES IS THERE A SPECIFIC REQUESTED EFFECTIVE DATE FOR THE APPRAISAL.

F-4 NOTE: IF THIS IS A PURCHASE TRANSACTION PLEASE FAX A COPY OF THE PURCHASE CONTRACT.

**PAYMENT FOR SERVICES:** The appraisal fee is not based upon the market value opinion that is to be developed in the appraisal report. The appraisal fee is due within 15 days of the invoice date regardless of the opinion of value stated in the appraisal report. Failure to pay the appraisal fee in a timely manner will result in reasonable late charges, collection fees, and legal charges as necessary that are expended by the Appraisal Company. Terms: Due within 15 days of invoice, COD borrower pays in full at the door. On all orders that are requested "COD Borrower pays in full at the door" we will require the borrower to pay in full at the time of the initial inspection and it is further agreed that we may at our option supply the borrower directly with one copy of the appraisal report via email. It is also agreed that the lender remains responsible for payment in the event the borrower's check is returned for insufficient funds or for any other reason that payment is not collected on the assignment. It is further agreed that in all cases the venue shall be Santa Cruz County, State of California, regardless of the client's in or out of state address. Laws of the State of California shall govern all cases. These terms and conditions will continue in force on future assignments until cancelled by both parties in writing. In the event of non-payment per our terms, the parties agree that the appraiser is granted automatic lien rights on the subject property and/or escrow or trust accounts for all monies owed. Late fees are 5% per month until paid including post-judgment.

Client/Company Name \_\_\_\_\_ Contact Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Email Address (Please Print Clearly or Type) \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
 Mailing Address, City, State, Zip Code \_\_\_\_\_