



## REQUEST FOR TRANSFERRING APPRAISAL

### Conventional Appraisals:

- A signed and dated transfer letter from the original **client and lender** must be provided.

### FHA Appraisals:

- A signed and dated transfer letter **or** acknowledgment from original client and lender along with the FHA Connection Transfer receipt. *(please verify with your original lender that Equity needs to transfer report. Many lenders transfer their own FHA reports)*

Transfer letter/request must include:

- a. Subject Address
- b. Borrower first and last name
- c. New lender company name
- d. **A valid contact name and email address of the contact at the new lender to email appraisal docs to.**

All requests should be submitted by email to [karen@esusa.net](mailto:karen@esusa.net).

If above requirements are completed and accurate transferred appraisals will be completed within 1 business day of request. If required information is not received at the time of initial request, there will be delays processing the request.

**Please see the below guidelines regarding transferred appraisals.**

### ***REGARDING REVISIONS ON TRANSFERRED APPRAISALS***

***Following USPAP Guidelines:*** Revisions cannot be requested by the new lender. Revisions can only be requested by the original lender. If new lender requires revisions they must order a new appraisal.

***Per HUD:*** The second Mortgagee may not request the Appraiser to readdress the appraisal. If the second Mortgagee finds deficiencies in the appraisal, the Mortgagee must order a new appraisal.

**LENDER NAME ON REPORT CANNOT BE CHANGED UNDER ANY CIRCUMSTANCES**