



Appraisal Order/Engagement

Advanced Appraisal Associates, Inc.
Mokena & Oak Forest, IL
Phone (708) 478-4788
Fax (708) 390-4531
contact@advancedappraisal.net
www.advancedappraisal.net
www.ChicagoAppraisals.com

Information Typically Requested to Perform the Assignment on a **Attached or Detached Residential Single Family, 2-4 Unit, Vacant Land, Apartment, Mixed-Use Building, Industrial or Commercial Property:**

Property Address _____

City _____ PIN #(s) _____

Contact/Access Information _____ Phone(____) _____

Single Family 2-4 Unit Condo Townhome Apartment/Mixed-Use Commercial/Industrial Vacant Land

Bedrooms _____ Baths _____ Basement Partial Full Finished Garage

Possible Purchase Possible Listing Estate Divorce or Other Purpose _____

Full Appraisal Restricted Use Full Property Access Limited Access No Access

Current Market Value Retrospective Date _____ Owner Occupied Leased

In-Place Leases or Rent Roll/Tenant List(if leased) Expenses/IRS Schedule E Plat of Survey or Site Plan

Architectural Plans Property Inspection Report Contractor's Sworn Statement Title Policy

An old Appraisal of the property A Current Sales Contract Price \$ _____ Date _____

Condition: Fair **Avg** **Good** **New** Recent Updates/Renovations or Needed Repairs

List Them or Any Known Costs \$ _____

Name or Entity of whom we are providing services for or who will be our Client:

Individual Owner/Corp./Bank/Lender or Attorney/Agent _____

Address _____ City _____

Phone _____ Fax _____

Email _____

Signature or Initial _____ Date _____

Appraisal Fee: Pre-Agreed Fee _____ (Do not submit without) Date Appraisal Needed by: _____

C.O.D. (Collect Fee at time of inspection) (Sent or Collect prior to appraisal release) Bill Client

Please mark any and all items that are known or available. We understand that many of these items may not be applicable or available. If you have any or some of these items, it can help expedite and assist in the appraisal process. Be advised, this signed order begins the appraisal process which includes research, observations of the property and the valuation process, by signing this form the Company and/or individual placing the order agrees to all fees associated with the appraisal and process. If there are any questions or concerns by Advanced Appraisal, the client will be promptly informed. Fees are due at the time of inspection or prior to appraisal release, unless a previous agreement, or long time relationship has been established. All appraisals completed are not contingent upon value conclusions reached, loan closing or pre-determined expectation. The signed order form acts as a contract for services performed and rendered. Please understand, that the fee agreed is based on the appraisal, scope of work for the agreed assignment only and does not include any court testimony or appearance in. Any possible testimony or appearances would be based on separate agreement and an additional pre-agreed hourly rate. We are able to accept payment via credit cards onsite, on our website or over the phone. Special note: Only digital copies of an appraisal will be provided unless otherwise agreed upon prior to.