



State of the art, Professional and Quality Service
2697 Woodbridge Avenue, Edison New Jersey, 08817
732-906-2202 phone
732-907-2203 fax

Dear Appraiser,

Thank you for your interest in joining the RHL Appraisals Management Company (RHLAMC) appraisal panel. We are committed to providing dependable solutions to our clients and vendors alike. We value integrity, professionalism and accuracy. Our company will not sacrifice the quality of appraisals for our own profit. We strive to create lasting relationships with qualified appraisers, who will in turn provide superior customer service.

In the changing lending environment, we believe lenders will require more credibility & higher standards when it comes to the appraisal report. While our competition markets "Low Cost & Fast Turnaround Time", we believe ultimately the lenders will choose "High Quality and Fair Compensation." It is our dedication to both our clients and our vendors that will ultimately set us apart.

Registration requires the completion of the following application. The application is designed to collect important details about your company, services, licensing, education and territory. Your application will be reviewed and processed by our Chief Appraiser. Each appraiser in your office will need to apply to the panel. You may submit a single W-9 for your appraisal firm.

You may return the package via electronic mail in PDF format to vendormanagement@rhlappraisals.com or via FAX to 732-906-2252.

We look forward to working with you.
RHL Appraisals Appraisal Management Team

Appraiser Qualifications

- Appraiser must hold a current state license or certification for real estate appraisal issued by a state-regulated agency whose criteria for certification currently meets the minimum criteria issued by the Appraiser Qualification Board of the Appraisal Foundation. Appraisers must be in current standing with all appraisal boards including the national entity Appraisal Subcommittee.
- Appraisers should be at a minimum 5 years experienced if not referred directly by our lender clients.
- Appraiser must be approved with our lender(s) and their investors. All applicants are approved with our clients' compliance department before we process the application.
- Appraiser to have a current Errors and Omission insurance policy.
- Preference is given to Certified Residential or General Appraisers that are FHA-Approved.

Required Documentation

RHL Appraisals uses the following documentation criteria in approving Applicants for our Approved Residential Appraiser Panel. The document criteria are subject to change without notice. Applicant must:

- Attach a current resume that includes a listing of continuing education within the last two years, three references from past users of your appraisal services. Two should be within the last six months of business.
- Attach a copy of the current state License or Certification for any state in which the Appraiser has registered and desires to perform appraisal assignments.
- Attach a copy of current Errors & Omissions Insurance Policy
- Attach a sample appraisal. Please select a report that demonstrates your analytical skills. Your report should include URAR 1004 form and the 1004MC form.
- Signed Application Pages and 3-Page Panel Agreement

The best way to submit the packet is to send the E&O, Sample Appraisal, License and Resume in separate PDF files.

Software Requirements

RHL Appraisals has partnered with e-Trac for the management of appraisal orders. You are not required to use specific software to complete your appraisals. We do not employ any AI-READY software. You must be able to send your file in PDF format. You can upload your appraisal through the system or email directly to our ordering account.

Insurance Information – Please attach a copy of the Binder Page Separately if sending PDF

License/Certification Information - Please attach a copy of all Licenses Separately if sending PDF

Personal Information

Appraiser Name _____ Phone () _____

Firm Name _____ Fax () _____

Bus Address _____ Cell () _____

City _____ State _____ Zip Code _____

Email _____

Additional Information

- Have you or your firm ever been involved in a lawsuit either pending or resolved?
Yes___ No___
- Have you ever been disciplined by a state appraisal agency or professional organization?
Yes___ No___
- Have you ever been disciplined or sanctioned by HUD?
Yes___ No___
- Have you ever had a claim filed against your Errors and Omissions Insurance?
Yes___ No___

If you answered "YES" to **ANY** of the questions above, then please include a letter of explanation with your returned application.

Please indicate if you are FHA or VA approved.

Appraiser Territory

NOTE: You may include this information on an attached resume.

Indicate your service coverage area. It is required that you have access to title data and realtor multiple listing data for the counties you cover.

Please indicate all RMLS Memberships & Title Date Services Used

Please indicate Your Appraisal Form Software (for order form purposes)

Appraiser HVCC Acknowledgement Agreement

This completed agreement indicates the following conditions:

- I. I have read the attached Home Valuation Code of Conduct (HVCC) Dated 12/2008.
- II. Our appraisal firm has adopted the HVCC policy and procedures as required in the Code.
- III. I understand that I am required to inform RHL Appraisals of any complaints of non-compliance within a timely fashion.
- IV. I agree that 10% of my appraisal work will be reviewed annually as provided for in the Code and results recorded for auditing purposes.
- V. I understand that any adverse, negative or irregular findings related to appraisal reviews conducted as part of the quality review process will be provided to Fannie Mae as required in the code.

Signature of Applicant

In submitting this application to RHL Appraisals, you acknowledge and understand that RHL Appraisals is an Appraisal Management Company (AMC). As such, we are an independent intermediary buffer between you (appraiser) and our client (lender).

I understand that all appraisal assignments completed by me, on behalf of RHL Appraisals, must conform to generally accepted appraisal standards as evidenced by Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board (ASB) of the Appraisal Foundation.

I understand that all efforts are to be taken by our company to uphold the standards set by the implementation of the Home Valuation Code of Conduct (HVCC).

I understand that I am required to report any actions (by any party of the transaction) that jeopardize the appraiser independence.

I hereby certify that the answers and statements given herein are true and correct to the best of my knowledge and belief. In connection with my application, I understand that my references and/or previous employers may be contacted.

By signing and submitting this application, you agree to these conditions.

Appraiser Signature

Date

RHL Appraisals Appraiser Panel Agreement

This agreement is made and entered into this _____ day of _____, 2009, by and between RHL Appraisals, Appraisal Management Company and _____ an independent third party appraiser.

1. Purpose of the Agreement: RHL Appraisals provides appraisal vendor management on behalf of mortgage lender clients to ensure compliance of the Home Valuation Code of Conduct (HVCC) adopted by Fannie Mae/Freddie Mac ("The Enterprise") for all loans originated after May 1, 2009. This agreement should in no way be construed as a guarantee or promise on the part of RHL Appraisals, whether actual or implied, of a continuing relationship between us, of a minimum level of appraisal orders, of a minimum level of revenue or of a consistent or stable volume of orders. Order assignments shall be made by RHL Appraisals in its sole discretion, based upon factors indicated within the adopted policies and procedures of RHL Appraisals. "Spot approval" may occur for properties of a distant location, complex and/or unique nature and is acceptable within the boundaries of our policy and procedures. All spot approvals are conducted by the Chief Appraiser, Certified within the State of New Jersey and New York to perform residential real estate appraisals as required by HVCC.

2. Participation Requirements: Appraiser acknowledges and hereby represents the following conditions to be satisfied prior to execution of this agreement:

- a) The appraiser is certified or licensed as a residential real estate appraiser by the state of _____ to conduct appraisal services. A copy of the appraiser's current license and E&O insurance policy is maintained in the RHL Appraisals appraiser file.
- b) The appraiser is in good standing with the State Appraisers Board and with all professional licensing agencies or professional groups with which the appraiser may be licensed or hold professional affiliation.
- c) The appraiser is capable, competent, and knowledgeable and understands the Uniform Standards of Professional Appraisal Practice (USPAP) required while performing meaningful appraisal assignments intended for mortgage lending purposes.
- d) The appraiser has agreed to adhere to the HVCC compliant policy and procedures as implemented by RHL Appraisals.

3. Performance of Service and Fees: The appraiser shall perform residential appraisal services and upon completion of the assignment will invoice RHL Appraisals for services rendered. The fee will be noted on every appraisal order and is client-specific. The appraiser will be paid for each appraisal provided that:

- a) The appraisal was requested by RHL Appraisals.
- b) The appraiser performed the appraisal in accordance with Fannie Mae/Freddie Mac regulations, USPAP standards and HVCC compliancy rules.

- c) The appraiser agrees to provide additional information or explanation about the basis for a valuation and to correct objective factual errors in the appraisal report.
- d) Appraiser agrees to report to RHL Appraisals Chief Appraiser, any act or practice that impairs or attempts to impair their independence, objectivity or impartiality, or violates any laws or regulations, including but not limited to, the Home Valuation Code of Conduct (HVCC), Federal Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA) and the Uniform Standards of Professional Appraisal Practice (USPAP).

4. **The term:** This agreement is initially effective from the date of this agreement until such time that RHL Appraisals and the appraiser agree to termination. Termination may be the result of disciplinary procedures as documented within RHL Appraisals HVCC policy & procedures.

5. **Relationship of Parties:** The relationship created by this Agreement is that of a vendor, and nothing contained herein will be construed to be inconsistent with this relationship. RHL Appraisals and the appraiser expressly acknowledge that the relationship is a business relationship based on the terms expressed hereunder and that no partnership, joint venture, agency, fiduciary or employment relationship is implied, intended or created.

6. **Indemnification Clause:** The appraiser shall indemnify and hold RHL Appraisals harmless from and against any loss, expense, damage, or injury suffered or sustained by the appraiser or appraiser firm by reason of any acts, omissions, or alleged acts or omissions arising out of Appraisers activities under the agreement, including, but not limited to, any judgment, award, settlement, reasonable attorney fees, and other costs or expenses incurred in the defense of any actual or threatened action, proceeding or claim.

7. **Data Sharing & Confidentiality:** RHL Appraisals and its customers will provide appraiser fee panel members with customer information (e.g. name, property, address, phone number and the fact of a customer relationship) in order for the appraiser to conduct an appraisal for the customer. The appraiser shall maintain the confidentiality of all customer information provided or related to the appraisal and use it only for the purposes of providing the appraisal services under this Agreement. The appraiser agrees to handle all customer information consistent with this privacy policy, available upon request, and applicable federal and state laws and regulations, including but not limited to Title V of the Gramm-Leach-Bliley Act (15 USC 6801 et seq.) and its implementing regulations (16 C.F.R. Part 313). The appraiser specifically acknowledges that it is prohibited from directly or indirectly selling, loaning, renting, transferring, disclosing, conveying, or otherwise making available to any third parties any customer information provided or related to the appraisal without the express written permission of RHL Appraisals.

8. **Miscellaneous:**

a) **Modification:** No change or modification of this agreement will be valid unless it is in writing and signed by the parties of this agreement.

b) **Parties Bound:** This agreement will inure to the benefit of, and be binding upon the parties, their legal representatives, successors and assigns.

c) **Governing Law:** This agreement will be construed pursuant to the laws of the State of New Jersey.

d) **Notices:** All notices provided for or given under this agreement will be in writing and will be deemed given when personally delivered or when mailed by certified mail, return receipt requested, to the last known address of the party.

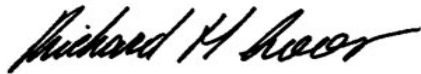
e) **Force Majeure:** Neither party shall be liable for any failure to perform its obligations under this agreement where such failure is a result of an extraordinary event or circumstance beyond the control of the parties, such as war, strike, riot, crime, act of nature (e.g. flooding, earthquake, volcano), prevents one or both parties from fulfilling their obligations under this agreement.

f) **Compliance with Laws:** Each of the parties hereto shall comply with all existing and future federal, state and local laws. While performing services pursuant to this agreement, the parties agree to comply with all policies, rules and regulations.

g) **Confidentiality:** The appraiser understands that the terms of this agreement, the client-specific requirements and all fee panel schedules are confidential and will not be shared with any member outside of RHL Appraisals. Failure to keep the confidentiality of this agreement may result in termination from the appraiser panel.

To indicate their understanding of, and agreement to the terms of this agreement, the parties have executed this document on the _____ day of _____ 2009.

RHL Appraisals
Richard H Loor, SCRREA
Owner / Chief Appraiser



RHL Appraisals Representative Signature

Appraiser

Appraiser Signature

I. Appraiser Independence Safeguards

- a. An "appraiser" must be, at minimum, licensed or certified by the state in which the property to be appraised is located.
- b. No employee, director, officer, or agent of the lender, or any other third party acting as joint venture partner, independent contractor, appraisal company, appraisal management company, or partner on behalf of the lender, shall influence or attempt to influence the development, reporting, result, or review of an appraisal through coercion, extortion, collusion, compensation, inducement, intimidation, bribery, or in any other manner including but not limited to:
 - i. withholding or threatening to withhold timely payment or partial payment for an appraisal report;
 - ii. withholding or threatening to withhold future business for an appraiser, or demoting or terminating or threatening to demote or terminate an appraiser;
 - iii. expressly or impliedly promising future business, promotions, or increased compensation for an appraiser;
 - iv. conditioning the ordering of an appraisal report or the payment of an appraisal fee or salary or bonus on the opinion, conclusion, or valuation to be reached, or on a preliminary value estimate requested from an appraiser;
 - v. requesting that an appraiser provide an estimated, predetermined, or desired valuation in an appraisal report prior to the completion of the appraisal report, or requesting that an appraiser provide estimated values or comparable sales at any time prior to the appraiser's completion of an appraisal report;
 - vi. providing to an appraiser an anticipated, estimated, encouraged, or desired value for a subject property or a proposed target amount to be loaned to the borrower, except that a copy of the sales contract for purchase transactions may be provided;
 - vii. providing to an appraiser, appraisal company, appraisal management company, or any entity or person related to the appraiser, appraisal company, or appraisal management company, stock or other financial or non-financial benefits;
 - viii. allowing the removal of an appraiser from a list of qualified appraisers, or the addition of an appraiser to an exclusionary list of disapproved appraisers, used by any entity, without prompt written notice to such appraiser, which notice shall include written evidence of the appraiser's illegal conduct, a violation of the Uniform Standards of Professional Appraisal Practice (USPAP) or state licensing standards, substandard performance, improper or unprofessional behavior or other substantive reason for removal (except that this prohibition will not preclude the management of the appraiser lists for bona-fide administrative reasons based on written, management-approved policies);
 - ix. ordering, obtaining, using, or paying for a second or subsequent appraisal or automated valuation model (AVM) in connection with a mortgage financing transaction unless: (i) there is

reasonable basis to believe that the initial appraisal was flawed or tainted and such basis is clearly and appropriately noted in the loan file, or (ii) unless such appraisal or automated valuation model is done pursuant to written, pre-established bona fide pre- or post- funding appraisal review or quality control process or underwriting guidelines, and so long as the lender adheres to a policy of selecting the most reliable appraisal, rather than the appraisal that states the highest value; or

x. any other act or practice that impairs or attempts to impair an appraiser's independence, objectivity, or impartiality or violates law or regulation, including but not limited to, the Truth in Lending Act (TILA) and Regulation Z of the USPAP.

c. Nothing in this section shall be construed as prohibiting the lender (or any third party acting on behalf of the lender) from requesting that an appraiser (i) provide additional information or explanation about the basis for a valuation, or (ii) correct objective factual errors in an appraisal report.

II. Borrower Receipt of Appraisal

a. The lender shall ensure that the borrower is provided a copy of any appraisal report concerning the borrower's subject property promptly and at no additional cost to the borrower, and in any event no less than three day's prior to the closing of the loan.

b. The borrower may waive this three-day requirement.

c. The lender may require the borrower to reimburse the lender for the cost of the appraisal.

III. Appraiser Engagement

a. The lender or any third party specifically authorized by the lender (including, but not limited to: appraisal companies, appraisal management companies, and correspondent lenders) shall be responsible for selecting, retaining, and providing for payment of all compensation to the appraiser. The lender will not accept any appraisal report completed by an appraiser selected, retained, or compensated in any manner by any other third party (including mortgage brokers and real estate agents). The lender may accept an appraisal prepared by an appraiser for a different lender, including where a mortgage broker has facilitated the mortgage application (but not ordered the appraisal), provided the lender: (1) obtains written assurances that such other lender follows this Code of Conduct in connection with the loan being originated; and (2) determines that such appraisal conforms to its requirements for appraisals and is otherwise acceptable.

b. All members of the lender's loan production staff, as well as any person (i) who is compensated on a commission basis upon the successful completion of a loan or (ii) who reports, ultimately to any officer of the lender not independent of the loan production staff and process, shall be forbidden from (1) selecting, retaining, recommending, or influencing the selection of any appraiser for a particular appraisal assignment or for inclusion on a list or panel of appraisers approved to perform appraisal for the lender or forbidden from performing such work; and (2) having any substantive communications with an appraiser or appraisal management company relating to or having an impact on valuation, including ordering or managing an appraisal assignment. If absolute lines of independence cannot be achieved as a result of the lender's small size and limited staff, the lender must be able to clearly demonstrate that it has prudent safeguards to isolate its collateral evaluation process from influence or interference from its loan production process.

c. Any employee of the lender (or if the lender retains an appraisal company or appraisal management company, any employee of that company) tasked with selecting appraisers for an approved panel or substantive appraisal review must be (1) appropriately trained and qualified in the area of real estate

appraisals, and (2) in the case of an employee of the lender, wholly independent of the loan production staff and process.

IV. Prevention of Improper Influences on Appraisers

a. In underwriting a loan, the lender shall not utilize any appraisal report:

i. prepared by appraiser employed by:

1. the lender;
2. an affiliate of the lender;
3. an entity that is owned, in whole or in part, by the lender; or
4. an entity that owns, in whole or in part, the lender.

ii. prepared by an appraiser 1. employed,
2. engaged as an independent contractor, or
3. otherwise retained by

iii. any appraisal company or any appraisal management company affiliated with, or that owns or is owned, in whole or in part by, the lender or an affiliate of the lender.

b. Section IV.A. shall apply *unless*:

1. the appraiser or, if an affiliate, the company for which the appraiser works, reports to a function of the lender independent of sales or loan production;

a. employees in the sales or loan production functions of the lender have no involvement in the operations of the appraisal functions and play no role in selecting, retaining, recommending, or influencing the selection of any appraiser for any particular appraisal assignment or for inclusion on a list or panel of appraisers approved to perform appraisals for the lender or forbidden from performing such work;

2. employees in the sales or loan production functions of the lender are not allowed to have any substantive communications with an appraiser, appraisal company, or appraisal management company relating to or having an impact on valuation or to be provided information about which appraiser has been given a particular appraisal assignment before completion of that assignment;

3. the lender, or its agents, and any appraisal company or appraisal management company providing the appraisal to the lender do not provide the appraiser any estimated or target value of the property or the loan amount applied for (except that a copy of the sales contract for purchase transactions may be provided);

4. the appraiser's compensation does not depend in any way on the value arrived at in any appraisal or upon the closing of the loan for which the appraisal was completed;

5. the lender and any appraisal company or any appraisal management company providing the appraisal to the lender has adopted written policies and procedures implementing this Code of Conduct, including but not limited to adequate training and disciplinary

rules on appraiser independence (including the principles detailed in Part I of this Code of Conduct) and has mechanisms in place to report and discipline anyone who violates these policies and procedures;

6. the lender's appraisal functions are either annually audited by an external auditor or are subject to federal or state regulatory examination, and, unless prohibited by law, the lender promptly provides to Fannie Mae or Freddie Mac the results of any adverse, negative, or irregular findings of such audits and examinations indicating non-compliance with any provision of this Code of Conduct, whether or not the examination was conducted for the purpose of determining compliance with this Code of Conduct; and

7. the lender and any entity described in section IV.A. providing the appraisal to the lender recognize that, once the Independent Valuation Protection Institute is established, the Institute will receive complaints for review and referral regarding non-compliance with the Code of Conduct. Referrals and reports shall be made to Fannie Mae and/or Freddie Mac regarding such complaints and the Institute will provide information on the results of complaint reviews to Fannie Mae and/or Freddie Mac and make them available to the other parties to the Home Value Protection Program and Cooperation Agreement.

c. In underwriting a loan, the lender shall not use an appraisal report prepared by an entity that is affiliated with, or that owns or is owned, in whole or in part by, another entity that is engaged by the lender to provide other settlement services, as that term is defined in the Real Estate Settlement Procedures Act, 12 U.S.C §2601 et seq., for the same transaction, *unless the entity that provides the appraisal:*

V. has adopted written policies and procedures implementing this Code of Conduct, including, but not limited to, adequate training and disciplinary rules on appraiser independence (including the principles detailed in this Code of Conduct) and has mechanisms in place to report and discipline anyone who violates these policies and procedures;

VI. recognizes that, once the Independent Valuation Protection Institute is established, the Institute will receive complaints for review and referral regarding non-compliance with the Code of Conduct. Referrals and reports shall be made to Fannie Mae and/or Freddie Mac regarding such complaints and the Institute will provide information on the results of its review of such complaints to Fannie Mae and/or Freddie Mac and make them available to the other parties to the Home Value Protection Program and Cooperation Agreement.

a. Notwithstanding the requirements herein, the lender may also use in-house staff appraisers to (i) order appraisals, (ii) conduct appraisal reviews or other quality control, whether pre-funding or post-funding, (iii) develop, deploy, or use internal automated valuation models, or (iv) prepare appraisals in connection with transactions other than mortgage origination transactions (e.g. loan workouts), if it complies with the terms of this Code of Conduct.

b. The provisions of this section do not apply to institutions (including non-banking institutions) that meet the definition of a "small bank" as set forth in 12 U.S.C. §2908, and which Freddie Mac or Fannie Mae determines would suffer hardship due to the provisions, and which otherwise adhere to this Code of Conduct.

VII. The Independent Valuation Protection Institute

a. An independent Valuation Protection Institute shall be created as approved by the parties. Subject to section IX, when the Institute is established, the lender will provide information to appraisers and borrowers regarding the availability of the Institute's services, which are expected to include: (1) a

telephone hotline and email address to receive any complaints of Code of Conduct non-compliance, including complaints from appraisers, individuals, or other entities concerning the improper influencing or attempted improper influencing of appraisers or the appraisal process, which the Institute will review and report as provided in IV.B (8) and IV. C (2) of this Code of Conduct; and (2) the publication and promotion of best practices for independent valuation. The lender shall not retaliate, in any manner or method, against any person or entity that makes a complaint to the Institute.

VIII. Appraisal Quality Control Testing

a. The lender agrees that it shall quality control test, by use of a retroactive or additional appraisal reports or other appropriate method, a randomly selected ten percent (or other bona fide statistically significant percentage) of the appraisals or valuations that are used by the lender, including the results of automated valuation models, broker's price opinions, or "desktop" evaluations. The lender shall provide to Fannie Mae or Freddie Mac a report of any adverse, negative, or irregular findings of such quality control testing, and any findings indicating non-compliance with any provision of this Code of Conduct, with respect to loans sold to Fannie Mae and Freddie Mac respectively, and the Enterprise may enforce all applicable rights and remedies, including requiring the lender to repurchase mortgages or the Enterprise's participation interest in mortgages.

IX. Referrals of Appraisal Misconduct Reports

a. Any lender that has a reasonable basis to believe an appraiser or appraisal management company is violating applicable laws, or is otherwise engaging in unethical conduct, shall promptly refer the matter to the applicable State appraiser certifying and licensing agency or other regulatory bodies.

X. Representations and Warranties

a. A lender shall certify, warrant, and represent that the appraisal report was obtained in a manner in compliance with this Code of Conduct. If the Enterprise determines, on its own or from a referral made by the Institute, that a lender is in breach of a material aspect of this Code of Conduct or in violation of a provision of the Code by a compliant referred from the Institute, the Enterprise will enforce all applicable rights and remedies, including suspension or termination of the lender's eligibility to sell loans to the Enterprise, if the lender fails to remediate.

XI. Scope of Code

a. Nothing in this Code of Conduct shall be construed to establish new requirements or obligations that: (1) require a lender to obtain a property valuation, or to use any particular method for property valuation (such as an appraisal or automated valuation model) in connection with any mortgage loan or mortgage financing transaction; (2) affect the acceptable scope of work for an appraiser in connection with a particular assignment; or (3) require the lender or any third party acting on behalf of the lender to take any action prohibited by federal or state law or regulation.

Communication Standards

CANCELLATIONS: If an appraisal order is cancelled by RHL Appraisals prior to the appraiser completing an inspection of the subject property, we will pay no fee to the Appraiser. IF RHL Appraisals cancels the order after the inspection and prior to the write-up and completion of the report, RHL Appraisals will pay a cancellation fee. IF RHL Appraisals cancels the request after the inspection and report has been written up, RHL Appraisals will pay the full fee and the Appraiser will forward the completed report to RHL Appraisals. If you have to return to inspect the property, we will charge a fee to the borrower for your driving time & gas.

TURN AROUND TIME: We understand you need to have time to inspect, analyze and complete each assignment. Quality is our number one concern. If you cannot meet the due date as indicated on the appraisal request, please contact us immediately so that the file may be reassigned. The turn-around times (due dates) are important to our clients due to time constraints now inherit in the lending processes by HVCC implementation.

STATUS COMMUNICATION STANDARDS: We expect the appraiser to communicate status on the report within reasonable guidelines defined below:

Order Acceptance: The appraisal request is sent to the appraiser via our approved vendor management platform. Appraiser will need to confirm the request within 12 hours.

Inspection Appointments: The appraiser should review the request and schedule the appointment within 24 hours from acceptance of appraisal request.

Report Completion and Delivery: RHL Appraisals expects the receipt of the report by the due date stated on the appraisal unless notified of additional delays.

Requests & Revisions: Request involving the appraisal once you have submitted the file will be sent directly from our Chief Appraiser. We request return of revisions within 48 hours at the most.

UNDERWRITING REQUIREMENTS: An appraisal order may contain specific appraisal completion requirements as requested by a client. This includes but is not limited to the number of photos, the required documentation, adjustment guidelines and client-specific underwriting guidelines. Please be aware that failure to follow these requirements may and/or will result in rejection of your appraisal by underwriting and you may be required to complete further analysis, provide additional comps, etc. Failure to follow USPAP may result in eventual removal from the approved panel and /or lender/client/investor approval lists in compliance with the procedures contained within RHL Appraisals Policy & Procedures.

Payment/Billing Instructions

The appraiser must send the invoice separately from the completed appraisal to billing@rhlappraisals.com. Any appraisal that is sent with the invoice is rejected by our clients. Please do NOT sent the invoice with the appraisals.

We run checks to our vendors twice a month. Payment is made upon the date we receive the invoice. If your invoice is received from the 26 th of the previous month to the 10 th of the current Month	We will Pay you on the 15 th of the current month
If your invoice is received from the 11 th to the 25 th of the current month	We will pay you on the 1 st of the next month