

## Envoy Minimum Appraisal and Professional Standards

To support the credit decision Envoy requires a fully developed appraisal report property performed by an Envoy-approved appraiser. All appraisal work and appraisal reports must meet the following requirements.

- Conform to the Uniform Standards of Professional Appraisal Practice (USPAP).
- Conform to UAD compliance requirements including an XML version of the appraisal report.
- Be written and contain sufficient information and analysis to support the decision to close the loan.
- Provide analysis and reflect appropriate deductions and discounts related to market conditions, relevant value trends, demand, and supply as well as exposure time.
- Be based upon the definition of market value set forth in appraisal regulation.
- The appraiser should note in the appraisal report if he/she has previously inspected the property.
- The appraiser is responsible for considering all factors that have an impact on value including needed repairs, deterioration, and the presence of hazardous wastes, toxic substances, or adverse environmental conditions, as well as physical deficiencies that could affect the soundness, structural integrity, or livability of the property.
- The appraiser accepting the assignment must possess the appropriate appraisal education, expertise, and experience relative to the type of property being valued.
- The appraiser must be capable of rendering an unbiased opinion.
- The appraiser accepting the appraisal assignment cannot have direct, indirect or prospective interest, financial or otherwise in the subject property or transaction.
- An appraisal order cannot be reassigned internally by Appraiser/Appraisal Company. If the order cannot be accepted, it must be declined and the order will go back into to rotation.
- The appraiser must present himself/herself and conduct business in a professional manner.
- The appraiser must uphold applicable state, federal and privacy laws.
- The appraiser is responsible for understanding antidiscrimination under the Fair Housing Act and ECOA.
- Acceptance of an Envoy assignment by an appraiser is acceptance of all terms and conditions of the assignment requiring compliance with Envoy policy.