

Appraisal Rebuttal Form



Date

APPRAISAL REBUTTAL INSTRUCTIONS:

Please submit the following for an appraisal rebuttal:

- Ensure the rebuttal form is fully completed; incomplete forms will be rejected.
- Limit to a maximum of 3 confirmed closed sales from the subject's market area.
- Comparable sales should meet the following criteria:
 - Occurred within 90 days of the appraisal's effective date.
 - Located at a similar or closer distance than those in the appraisal report.
 - Feature similar square footage (within 20% of the subject), room count, and amenities such as a pool, upgrades, site, etc.
- If a correction to the appraisal is requested, please provide supporting documentation, such as public records or plans indicating different square footage or room count. Be aware that public records may not always be accurate.

Unacceptable rebuttals include:

- Mentioning a specific value or value range.
- Submitting multiple rebuttals – Multiple requests may be seen as an attempt to influence the appraiser's valuation. Ensure all relevant information is included in the initial submission, as only one rebuttal will be forwarded to the appraiser.
- Submitting rebuttals more than 30 days after the appraisal's effective date.

Service Levels:

- Rebuttals require a minimum of 48 hours to process.
- Current legislation and Appraiser Independence Requirements prevent us from providing a review on a rebuttal.

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Date _____

Loan # _____

OVERVIEW:

Requested By (Name/Title) _____

Requestor's Email Address _____

Lender Name _____

Requestor's Phone Number _____

Subject Property Address: _____

☐ Purchase

☐ Refinance

DETAILS:

Comparable 1: Property Address _____

Sales/Listing Price

Sold Date

Proximity to Subject

Comparable 2: Property Address _____

Sales/Listing Price

Sold Date

Proximity to Subject

Comparable 3: Property Address _____

Sales/Listing Price

Sold Date

Proximity to Subject

ADDITIONAL COMMENTS/DETAILS: