



Residential Order Form

Please complete the following form and fax to (913) 722-7877 or (800) 414-6821. For assistance, please call (913) 722-5432 or (800) 818-0523. Required information is denoted by the *.

CLIENT INFORMATION

Company/Client: _____

Loan Officer: _____

* Processor: _____

* Phone: _____ Fax: _____ Cell: _____

Email Address: _____

PROPERTY INFORMATION

Property Address: _____

City: _____ State: _____ Zip: _____

County: _____

Legal Description: _____

Existing/Proposed: Existing Proposed Construction New Construction

BORROWER/BUYER/CONTACT INFORMATION:

* Contact Person: _____

* Co-Borrower/Buyer: _____

Alternate Contact: _____

* Home Phone: _____ Work: _____ Cell: _____

Alternate Phone #: _____ Other: _____

E-Mail: _____

Seller: _____

Listing Agent: _____ Phone: _____

Selling Agent: _____ Phone: _____

APPRAISAL INFORMATION:

Property Type (select one):

- Single Family Residence – Owner-Occupied
- Single Family Residence – Investment Property
- Condominium Unit
- Full Duplex
- Four-plex
- Modular/Manufactured Home
- Vacant Land – Agerage
- ½ Duplex/Townhome
- Tri-plex
- Six-plex
- Vacant Lot
- Residential Agerage

Appraisal Purpose (Select One):

- | | | |
|------------------|------------------|------------------------------|
| Sale/Purchase | Refinance | Possible Sale/Listing Price |
| Home Equity Line | PMI Removal | Construction Loan |
| Renovation/Rehab | Estate | Tax Appeal |
| Litigation | Final Inspection | Update of Previous Appraisal |
| Recertification | Review | Divorce |

Report Type (Select One):

- Residential URAR/Fannie Mae Form 1004
- Residential Exterior Only URAR/Fannie Mae 2055
- Residential FHA/Fannie Mae 1004 w/VC Conditions
- Residential Duplex/Fannie Mae Form 1025
- Residential Tri-plex & Four-plex/Fannie Mae 1025
- Residential Condominium Unit/Fannie Mae Form 1073
- Residential Condominium Unit Exterior Only/1075
- Residential Manufactured Home/Fannie Mae Form 1004
- Residential Vacant Land
- Residential Interior Inspection Report/2070/2075
- Residential Exterior Inspection Report/2070/2075
- Residential Final Inspection/Fannie Mae Form 1004D
- Residential Appraisal Update/Fannie Mae Form 1004D
- Residential Operating Income Stmt/Form 216
- Residential Single Family Rent Schedule/Form 1007
- Residential Old 2055 Desktop Int/Ext
- Residential Old 2055 Desktop Exterior
- Residential Old 1004-URAR
- Residential Old 2055 New Construction
- Residential Relocation Appraisal
- Residential Desk Review
- Residential Field Review
- Residential App/Restricted Use Drive-by

Report Type (Select all that apply):

- Residential Operating Income Stmt/Form 216
- Residential Single Family Rent Schedule Form 1007

Loan Amount: _____ Interest Rate: _____

Amortization (Yrs): _____ Points: _____

LTV Ratio: _____ Points Paid By: _____

Contract Date: _____ Closing Date: _____

Sale Price: _____

Comments: _____
