

APPRAISAL REPORT REVIEW

Project: _____ Name of Appraiser(s): 1. _____
 Block No. _____ Parcel No. _____ 2. _____
 Project Address: _____ 3. _____
 City: _____ 4. _____
 State: _____ 5. _____

Owner of Record: _____

Type of Appraisal(s): Fee Simple Easement Severance or Partial Take

Property Type: _____ Zoning: _____ Restrictions: _____

Purpose of the Appraisal: Market Value Estimate Other: _____

Date(s) of the Appraisal(s): _____

Appraisal(s) Signed and Dated: Yes No

Was the owner or a designated representative invited to accompany the appraisers on the property inspection?

Yes No

Has the appraisal contract been complied with by the appraiser(s)? Yes No

Comments:

I. DESCRIPTION

APPRAISER NO. 1		
YES	NO	N/A

- A. City analysis acceptable?
- B. Neighborhood analysis acceptable?
(location, percentage buildup, value range stated, present and proposed land uses, trends, occupancy, employment, distances to shopping, recreation, fire and police protection)
- C. Acceptable site description?
- D. Acceptable improvements description?
- E. Acceptable tax information?
- F. Acceptable highest and best use analysis?

This section must be completed for a valid appraisal.

II. APPRAISAL PROCESS

APPRAISER NO. 1		
YES	NO	N/A

A. Direct Sales Comparison Approach

1. Is the comparable sales date complete, i.e., sales date, grantor, grantee, comparable address, deed book and page no., sales price, complete description?
2. Is the adjustment analysis satisfactory?
3. Did the appraiser explain the reason for each adjustment and is this reasonable?
4. Is the market value reconciled correctly (i.e., no averaging and explanation is satisfactory)?

B. Cost Approach

1. Did the appraiser provide adequate support for the land cost estimate?
2. Did the appraiser provide adequate support for the building cost estimate?
3. Did the appraiser use acceptable method of estimating accrued depreciation?
4. Were all forms of depreciation supported?
5. Is the Cost Approach Summary acceptable?

C. Gross Rent Multiplier Analysis (*Residential Property*)

1. Was the GRM properly developed by market supported rentals of recent sales?
2. Is the market rent for the subject supported by market evidence?
3. Is the market value by Gross Rent Multiplier Analysis acceptable?

D. Income Approach (*Income Property*)

1. Is the Gross Potential Income supported and **Is it reasonable?**
2. Is the Vacancy and Credit Loss supported?
3. Is other income included?
4. Is the Effective Gross Income acceptable?
5. Are all fixed and variable operating expenses included and are they reasonable?
6. Is the Net Operating Income acceptable?
7. Was the capitalization rate property developed?
8. **Is it reasonable?**
9. Is the capitalization rate acceptable?

APPRAISER NO. 1
YES NO N/A

III. If an approach was not used, was an acceptable explanation provided?

IV. RECONCILIATION AND FINAL VALUE ESTIMATE

- A. Did the appraiser adequately explain how final value estimate was selected and was the explanation reasonable?
- B. Are all math computations correct?

List corrections required to make appraisal reports adequate and acceptable (including deficiencies not listed above.)

Appraiser 1:

Appraiser 2:

Reviewer's Recommendation of Fair Market Value \$ _____

Explain the basis for the Reviewer's Recommendation of Fair Market Value. (If there are 2 or more appraisals for each parcel, the reviewer should give a comparative analysis of each appraisal report and his reasoning for accepting the appraised value of one.)

I hereby certify that I have inspected the subject property and the appraiser's comparable sales; that I have no interest in the property, either past, present, or contemplated; that except as noted, the appraisals are complete and technically acceptable; and that the appraisals meet the requirements of the Department of Housing and Urban Development and of the appraiser's contracts.

Date	Reviewer
It is recommended that the appraiser's fee of	\$ _____
Be paid	Not be paid for the following reasons:

The reviewer recommends that the locality hire another appraiser to appraise this parcel.