

Preparing for the Appraiser

- Call and Build a Relationship Immediately.
 - What to Say
 - I have comps and some additional information for you on the <address> property.
 - Did you receive a legible contract?
 - Utilities must be on for appraisal - coordinate this with them if necessary.
 - Ask if you can drop this by the house or email this to them.
 - If you need anything, please call me.
 - Ask for email address and best number to reach them on.
 - What NOT to Say!
 - You'll have no issue with this one. There are tons of comps! (red flag to appraisers)
 - I "Feel" _____. Feelings are only welcome when supported by facts.
 - Return Calls to Appraisers



Information to Provide to Appraiser

- Cover Letter
 - Contact Info
 - Comments
 - If you need anything additional, please don't hesitate to call me.
- Sketch/drawing, survey, floor plan or old appraisal. (County's have sketches (exterior dimensions) or get this from seller (very likely they have this from a previous appraisal).
- Features/Upgrades/Updates
 - Construction Type
 - New furnace, roof
 - Unseen features/electrical/insulation
 - Significant items on the inspection
- Approximate Costs of Remodel (including labor and materials combined)
- Description of Current Activity (objective is to show interest)
 - Do you have backup offers?
 - Have you been under contract but fell through due to reason outside the property?
 - Did it take a while to convince the seller of the actual price to be at?
- Properties to Support Value (provide the best of each)
 - 1 sold property
 - 1 pending sale (if you know details of pending share them - I know this is under contract with 2000 in seller concessions).
 - 1 listing

(if comps are outside of subdivision/complex explain why on cover letter)

