

Appraisal Orders in P.A.T.H.

Brokers have the option to order appraisals directly from P.A.T.H. allowing them to:

- Select from HBWS approved AMCs. [Click here](#) for the complete list.
- Place and manage appraisal orders and appraisal conditions.
- View the status of appraisal orders.
- Have appraisals and appraisal conditions **automatically upload** to Homebridge and AIQ.

Notes:

- VA appraisal reports must still be ordered through the VA Portal.
- Multiple appraisals may be ordered through P.A.T.H. (if applicable).

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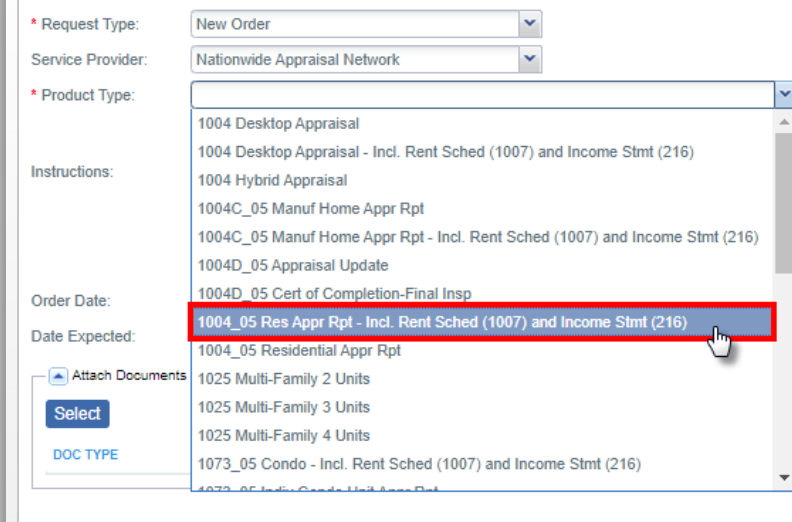
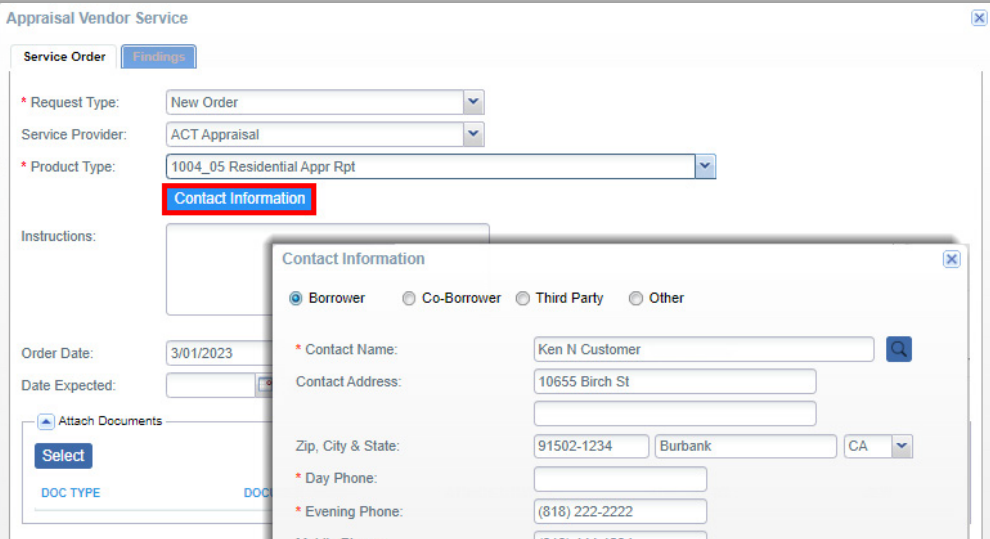
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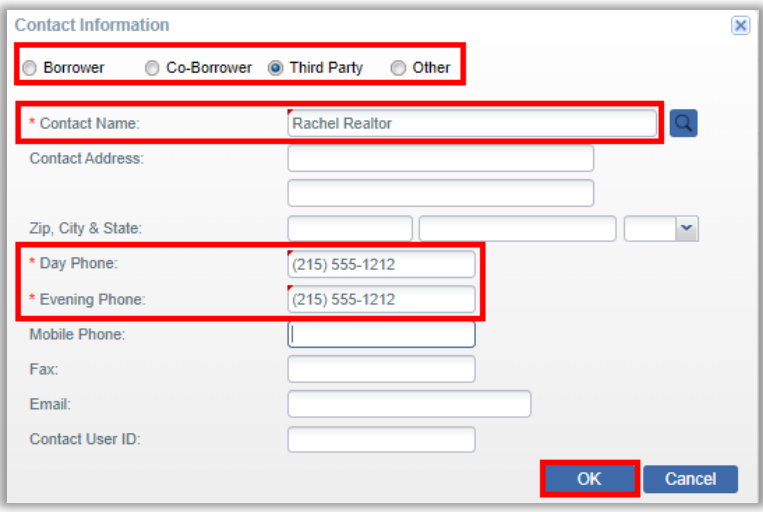
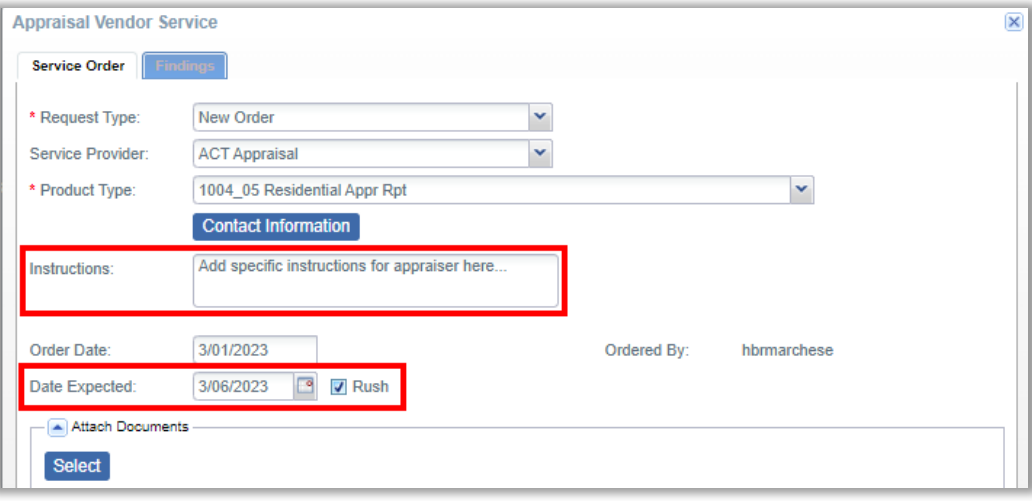
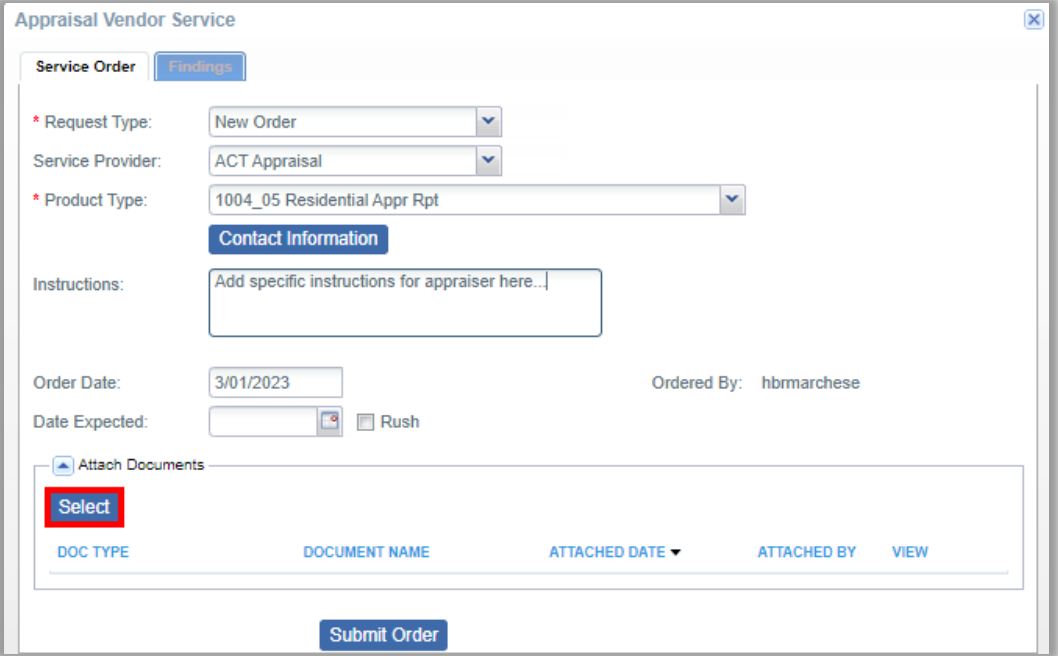
Completed Revisions/Reconsiderations.....

28

Order an Appraisal	
Step	Action
1	<p>Go to Loan Processing→Order Appraisals.</p> <div><div><div>View Pipeline</div><div><div>Loan Summary</div><div>Loan Processing</div><div>Lock Management</div><div>Fees & Closing Costs</div><div>New Credit Reports</div><div>Upload / View Documents</div><div>Loan File Update</div><div>Automated Underwriting</div><div>Approved AMC List</div><div>Order Appraisals</div><div>Area Median Income</div></div></div><div><div>Loan Status:</div>Registered</div><div><div>Lender Loan Number:</div>2102010635</div><div><div>Lock Expiration:</div></div><div><div>Borrower Name:</div>Customer, Ken N. JR</div><div><div>Subject Property:</div>10655 Birch St Burbank, CA 91502-1234</div><div><div>Loan Product:</div>Progr</div><div><div>Occupancy:</div>Occup</div></div> <div><div>1</div><div>Borrowers</div><div>Ken Customer (Primary)</div></div> <div><div>1</div><div>Property Type:</div>Attached</div> <div><div>Occupancy:</div>Primary Residence</div>

Step	Action		
	<div>Select the applicable Product Type from the dropdown.</div> <div><div><div><div>Appraisal Vendor Service</div><div><div>Service Order</div><div>Findings</div></div><div><div>* Request Type:</div><div>New Order</div></div><div><div>Service Provider:</div><div>ACT Appraisal</div></div><div><div>* Product Type:</div><div><div>1004 Desktop Appraisal</div><div>1004 Desktop Appraisal - Complex Property</div><div>1004 Desktop Appraisal - Incl. Rent Sched (1007) and Income Stmt (216)</div><div>1004 Desktop Appraisal - Incl. Rent Sched, Income Stmt, and Complex Prop</div><div>1004 Hybrid Appraisal</div><div>1004 Single Family - Complex Prop</div><div>1004 Single Family - Incl. Rent Sched (1007) and Income Stmt (216)</div><div>1004 Single Family - Incl. Rent Sched, Income Stmt, and Complex Prop</div><div>1004 Single Family Appr Rpt</div><div>1004C_05 Manuf Home Appr Rpt</div><div>1004C_05 Manuf Home Appr Rpt - Complex Property</div><div>1004C_05 Manuf Home Appr Rpt - Incl. Rent Sched (1007) and Income Stmt (216)</div><div>1004C_05 Manuf Home Appr Rpt - Incl. Rent Sched, Income Stmt, and Complex</div></div></div><div><div>Instructions:</div><div></div></div><div><div>Order Date:</div><div></div></div><div><div>Date Expected:</div><div></div></div><div><div>Attach Documents</div><div>Select</div><div>DOC TYPE</div></div></div></div></div> <div><div>Notes:</div><div><div><div>Renovation Loans</div><div>- The system will automatically notify the AMC ONLY if the correct loan program is selected on the Loan Summary→Short Application screen.</div></div></div></div> <tr><td>5</td><td><div><div><div><div>Mortgage Type</div><div><div>* Lien Type:</div><div>First Mortgage</div></div><div><div>* Mortgage Type:</div><div>FHA</div></div><div><div>* Pricing Tier:</div><div>Conforming</div></div><div><div>* Amortization Type:</div><div>Fixed Rate</div></div><div><div>* Product:</div><div>FHA Conforming 30 yr Fixed</div></div><div><div>* Loan Term Months:</div><div>360</div><div>IO Term:</div><div></div></div><div><div>* Investor:</div><div>GNMA</div></div><div><div>Specialty Program:</div><div>FHA 203(k) Standard</div></div><div><div>ARM Plan:</div><div></div></div></div></div><div><div><div>Other</div><div>Conc</div><div>Rem</div><div>Rem</div><div>Com</div><div>Loan</div><div>* Inte</div><div>Qual</div><div>ARM</div></div></div></div><div><div><div>Property Information</div><div>Property Hazard Insurance</div></div><div><div>Homestead Property:</div><div><div><div></div></div><div>Yes</div><div><div><div></div></div><div>No</div></div></div></div><div><div>CEMA Requested:</div><div><div><div></div></div><div>Yes</div><div><div><div></div></div><div>No</div></div></div></div><div><div>Rural Property:</div><div><div><div><div></div></div><div>Yes</div></div><div><div><div></div></div><div>No</div></div></div></div><div><div>Number of Units:</div><div><div><div></div></div><div>1</div><div><div></div></div></div></div><div><div>Market Value:</div><div><div><div></div></div><div>\$0.00</div></div></div><div><div>Month/Year Built:</div><div><div><div></div></div><div>1965</div></div></div></div></td></tr>	5	<div><div><div><div>Mortgage Type</div><div><div>* Lien Type:</div><div>First Mortgage</div></div><div><div>* Mortgage Type:</div><div>FHA</div></div><div><div>* Pricing Tier:</div><div>Conforming</div></div><div><div>* Amortization Type:</div><div>Fixed Rate</div></div><div><div>* Product:</div><div>FHA Conforming 30 yr Fixed</div></div><div><div>* Loan Term Months:</div><div>360</div><div>IO Term:</div><div></div></div><div><div>* Investor:</div><div>GNMA</div></div><div><div>Specialty Program:</div><div>FHA 203(k) Standard</div></div><div><div>ARM Plan:</div><div></div></div></div></div><div><div><div>Other</div><div>Conc</div><div>Rem</div><div>Rem</div><div>Com</div><div>Loan</div><div>* Inte</div><div>Qual</div><div>ARM</div></div></div></div> <div><div><div>Property Information</div><div>Property Hazard Insurance</div></div><div><div>Homestead Property:</div><div><div><div></div></div><div>Yes</div><div><div><div></div></div><div>No</div></div></div></div><div><div>CEMA Requested:</div><div><div><div></div></div><div>Yes</div><div><div><div></div></div><div>No</div></div></div></div><div><div>Rural Property:</div><div><div><div><div></div></div><div>Yes</div></div><div><div><div></div></div><div>No</div></div></div></div><div><div>Number of Units:</div><div><div><div></div></div><div>1</div><div><div></div></div></div></div><div><div>Market Value:</div><div><div><div></div></div><div>\$0.00</div></div></div><div><div>Month/Year Built:</div><div><div><div></div></div><div>1965</div></div></div></div>
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Step	Action
	<ul style="list-style-type: none"> Investment Properties – Ensure the correct Appraisal Product Type is selected (include rent schedule and income statements). 
6	<p>Click the Contact Information button to review/enter property contact information for the appraiser.</p> <ul style="list-style-type: none"> The Borrower/Co-Borrower information will automatically populate from the loan. 

Step	Action
	<ul style="list-style-type: none"> Select Third Party or Other to add another contact for the appraiser (realtor, tenant, etc.). 
7	<p>Optional:</p> <ul style="list-style-type: none"> Add specific Instructions for the Appraiser. Rush Orders - Enter a Date Expected and select Rush. <ul style="list-style-type: none"> An additional AMC rush charge will be applied. 
8	<p>Upload and attach appraisal documents (if necessary).</p> <ul style="list-style-type: none"> Click the Select button. 

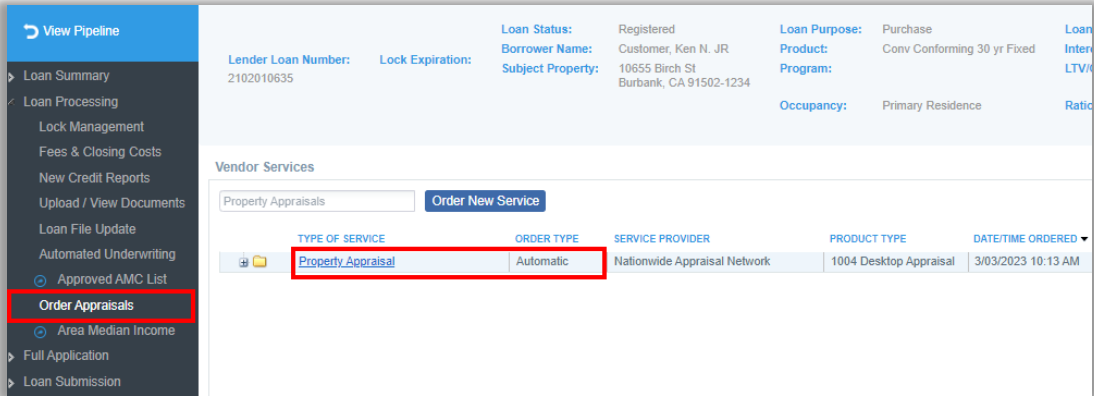

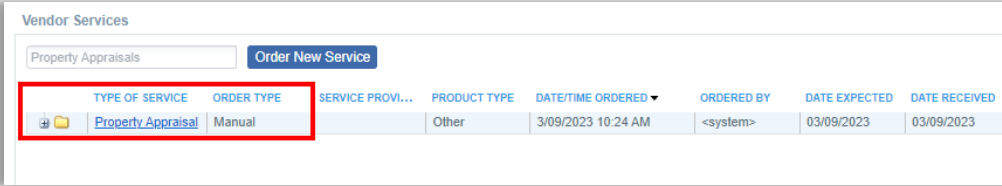
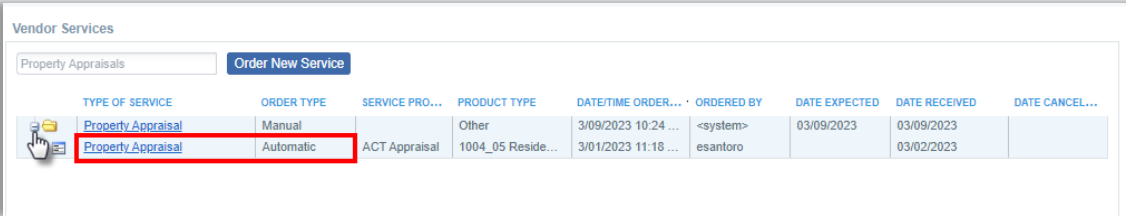
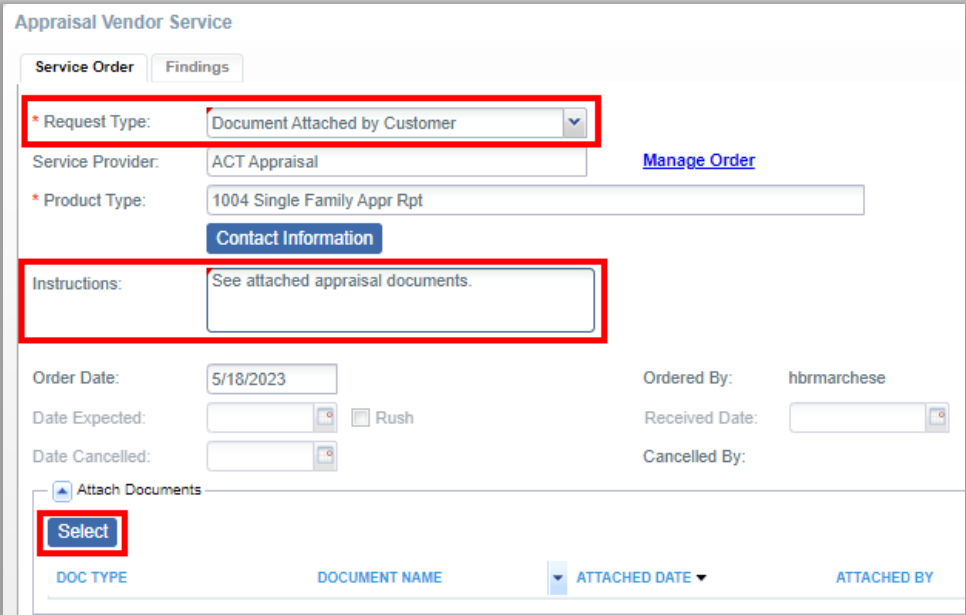
Step	Action
9	<p>Click the Upload Sales Contract button for <u>ALL</u> documents for the appraiser.</p> <div><div>Attach Documents</div><div><div>SELECT</div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>UPLOADED DATE</div><div>UPLOADED BY</div><div>VIEW</div></div><div></div><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div> <p>Note: If the documents have already been uploaded to P.A.T.H., skip to step 10 to attach.</p> <div><div>Attach Documents</div><div><div>SELECT</div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>UPLOADED DATE</div><div>UPLOADED...</div><div>VIEW</div></div><div><div><div></div></div><div>Sales Contract - Purchase Agreement</div><div>Sales Contract.pdf</div><div>5/18/2023 12:05 PM</div><div>hbmarchese</div><div><div></div></div></div><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div>
10	<p>A Document Upload window will open.</p> <ul style="list-style-type: none">Click Browse to navigate to the appraisal documents on your computer,- Or -Drag and Drop the file on the button.Click the Add button (if necessary) to upload additional documents.Click Upload. <div><div>Document Upload</div><div>Only PDF,JPG,JPEG,TIF,TIFF,TXT,XML,HTML,HTM,DOC, and DOCX can be uploaded</div><div>Add</div><div><div>Category:</div><div>Doc Type:</div><div>Description:</div><div>File Name:</div></div><div><div>Appraisal Order Documents (Core C)</div><div>Appraisal Documents</div><div></div><div></div><div>Browse or Drop File Here</div></div><div><div>Category:</div><div>Doc Type:</div><div>Description:</div><div>File Name:</div></div><div><div>Appraisal Order Documents (Core C)</div><div>Sales Contract - Purchase Agree</div><div></div><div></div><div>Browse or Drop File Here</div></div><div><div>Upload</div><div>Cancel</div></div></div> <div><div>Success</div><div><div></div></div><div>Documents uploaded successfully.</div><div>OK</div></div> <p>Notes:</p> <ul style="list-style-type: none">Only PDF's, TIFFs, TXT, and HTML can be uploaded to P.A.T.H.Only 1 file may be added at a time with drag and drop.

Step	Action																								
11	<p>Select the applicable documents and click OK.</p> <div><div>Attach Documents</div><table><tr><th>SELECT</th><th>DOC TYPE</th><th>DOCUMENT NAME</th><th>UPLOADED DATE</th><th>UPLOADED BY</th><th>VIEW</th></tr><tr><td><input checked="" type="checkbox"/></td><td>Appraisal Documents</td><td>Conditions3.pdf</td><td>3/06/2023 10:57 AM</td><td>hbrmarchese</td><td></td></tr><tr><td><input checked="" type="checkbox"/></td><td>Sales Contract - Purchase Ag...</td><td>Credit - Credit Report Redact...</td><td>3/06/2023 10:48 AM</td><td>tanone1</td><td></td></tr><tr><td><input type="checkbox"/></td><td>Appraisal Documents</td><td>Appraisal Redacted.pdf</td><td>3/06/2023 10:48 AM</td><td>tanone1</td><td></td></tr></table><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div>	SELECT	DOC TYPE	DOCUMENT NAME	UPLOADED DATE	UPLOADED BY	VIEW	<input checked="" type="checkbox"/>	Appraisal Documents	Conditions3.pdf	3/06/2023 10:57 AM	hbrmarchese		<input checked="" type="checkbox"/>	Sales Contract - Purchase Ag...	Credit - Credit Report Redact...	3/06/2023 10:48 AM	tanone1		<input type="checkbox"/>	Appraisal Documents	Appraisal Redacted.pdf	3/06/2023 10:48 AM	tanone1	
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12	<p>Click Submit Order.</p> <div><div>Appraisal Vendor Service</div><div><div>Service Order</div><div>Findings</div></div><div><div>* Request Type:</div><div>New Order</div></div><div><div>Service Provider:</div><div>ACT Appraisal</div></div><div><div>* Product Type:</div><div>1004_05 Residential Appr Rpt</div></div><div><div>Contact Information</div></div><div><div>Instructions:</div><div>Add specific instructions for appraiser here...</div></div><div><div>Order Date:</div><div>3/01/2023</div><div>Ordered By:</div><div>hbrmarchese</div></div><div><div>Date Expected:</div><div><div></div></div><div><input type="checkbox"/> Rush</div></div><div><div>Attach Documents</div><div><div>Select</div><table><tr><th>DOC TYPE</th><th>DOCUMENT NAME</th><th>ATTACHED DATE</th><th>ATTACHED BY</th><th>VIEW</th></tr><tr><td>Appraisal Documents</td><td>Test Appraisal.pdf</td><td></td><td></td><td> </td></tr></table></div></div><div><div>Submit Order</div></div></div>	DOC TYPE	DOCUMENT NAME	ATTACHED DATE	ATTACHED BY	VIEW	Appraisal Documents	Test Appraisal.pdf																	
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13	<p>The order will appear on the Appraisal Vendor Services screen.</p> <div><div>Vendor Services</div><div><div>Property Appraisals</div><div>Order New Service</div></div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PROVIDER</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDERED</th><th>ORDERED BY</th><th>DATE EXPECTED</th><th>DATE RECEIVED</th><th>DATE CANCEL...</th></tr><tr><td>Property Appraisal</td><td>Automatic</td><td>ACT Appraisal</td><td>1004_05 Residential Appr Rpt</td><td>3/01/2023 11:19 AM</td><td>hbrmarchese</td><td></td><td></td><td></td></tr></table></div>	TYPE OF SERVICE	ORDER TYPE	SERVICE PROVIDER	PRODUCT TYPE	DATE/TIME ORDERED	ORDERED BY	DATE EXPECTED	DATE RECEIVED	DATE CANCEL...	Property Appraisal	Automatic	ACT Appraisal	1004_05 Residential Appr Rpt	3/01/2023 11:19 AM	hbrmarchese									
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Upload/Attach Appraisal Documents

To upload and attach appraisal documents on a New Appraisal Order - [click here](#).

To upload appraisal documents after an order has been placed, follow the steps below.

Step	Action
1	<div><p>Open the appraisal order in P.A.T.H.:</p><ul style="list-style-type: none">Go to Loan Processing→Order Appraisals.Click the hyperlink Property Appraisal - Automatic.</div> <div></div> <div><p>Note: If the Order Type displays as Manual, click the  to open the folder and select the Automatic Order Type to view your order.</p></div> <div></div> <div></div>
2	<div><p>Complete the Service Order tab:</p><ul style="list-style-type: none">Select Request Type: Document Attached by CustomerEnter a comment in Instructions (will enable the Select button)Click the Select button.</div> <div></div>

Step	Action
3	<p>Click the Upload Sales Contract button for <u>ALL</u> documents for the appraiser.</p> <div><div>Attach Documents</div><div><div>SELECT</div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>UPLOADED DATE</div><div>UPLOADED BY</div><div>VIEW</div></div><div></div><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div> <p>Note: If the documents have already been uploaded to P.A.T.H., skip to step 5 to attach.</p> <div><div>Attach Documents</div><div><div>SELECT</div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>UPLOADED DATE</div><div>UPLOADED...</div><div>VIEW</div></div><div><div><input type="checkbox"/></div><div>Sales Contract - Purchase Agreement</div><div>Sales Contract.pdf</div><div>5/18/2023 12:05 PM</div><div>hbrmarchese</div><div></div></div><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div>
4	<p>A Document Upload window will open.</p> <ul style="list-style-type: none">Click Browse to navigate to the appraisal documents on your computer,- Or -Drag and Drop the file on the button.Click the Add button (if necessary) to upload additional documents.Click Upload. <div><div>Document Upload</div><div><div>Only PDF,JPG,JPEG,TIF,TIFF,TEXT,XML,HTML,HTM,DOC, and DOCX can be uploaded</div><div>Add</div></div><div><div>Category:</div><div>Doc Type:</div><div>Description:</div><div>File Name:</div><div>Browse or Drop File Here</div></div><div><div>Category:</div><div>Doc Type:</div><div>Description:</div><div>File Name:</div><div>Browse or Drop File Here</div></div><div><div>Upload</div><div>Cancel</div></div></div> <div><div>Success</div><div><div></div><div>Documents uploaded successfully.</div><div>OK</div></div></div> <p>Notes:</p> <ul style="list-style-type: none">Only PDF's, TIFFs, TXT, and HTML can be uploaded to P.A.T.H.Only 1 file may be added at a time with drag and drop.
5	<p>Select the applicable document(s) and click OK.</p> <div><div>Attach Documents</div><div><div>SELECT</div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>UPLOADED DATE</div><div>UPLOADED BY</div><div>VIEW</div></div><div><div><input checked="" type="checkbox"/></div><div>Sales Contract - Purchase Ag...</div><div>Sales Contract.pdf</div><div>5/18/2023 12:05 PM</div><div>hbrmarchese</div><div></div></div><div><div>Upload Sales Contract</div><div>OK</div><div>Cancel</div></div></div>

Step	Action
6	<div>Click Save.</div> <div><div><div>Appraisal Vendor Service</div><div><div>Service Order</div><div>Findings</div></div><div><div>* Request Type:</div><div>Document Attached by Customer</div><div></div></div><div><div>Service Provider:</div><div>ACT Appraisal</div><div>Manage Order</div></div><div><div>* Product Type:</div><div>1004 Single Family Appr Rpt</div></div><div><div>Contact Information</div></div><div><div>Instructions:</div><div>See uploaded documents</div></div><div><div>Order Date:</div><div>5/18/2023</div><div>Ordered By:</div><div>hbmarchese</div></div><div><div>Date Expected:</div><div></div><div><div></div><div>Rush</div></div><div>Received Date:</div><div></div></div><div><div>Date Cancelled:</div><div></div><div>Cancelled By:</div><div></div></div><div><div>Attach Documents</div></div><div><div>Select</div></div><div><div>DOC TYPE</div><div>DOCUMENT NAME</div><div>ATTACHED DATE</div><div>ATTACHED BY</div><div>VIEW</div></div><div><div>Sales Contract - Purchase Agreement</div><div>Sales Contract.pdf</div><div></div><div></div><div></div></div><div><div>Save</div><div>Cancel</div></div></div></div> <div><div>Info</div><div><div></div><div>Appraisal Order updated successfully</div></div><div><div>OK</div></div></div>

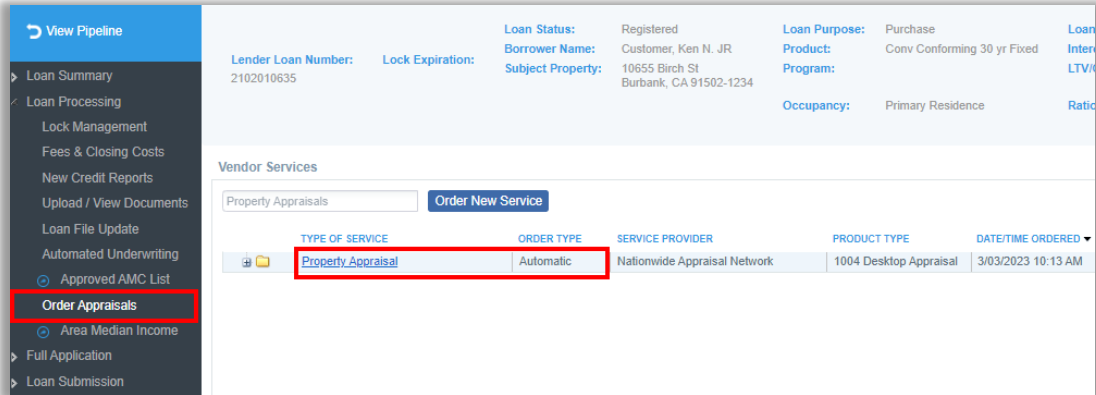
Invoice/Payment

Payments for appraisals ordered through P.A.T.H. may be paid directly with a Credit/Debit Card, or an invoice may be sent to the Borrower’s provided email.


Step

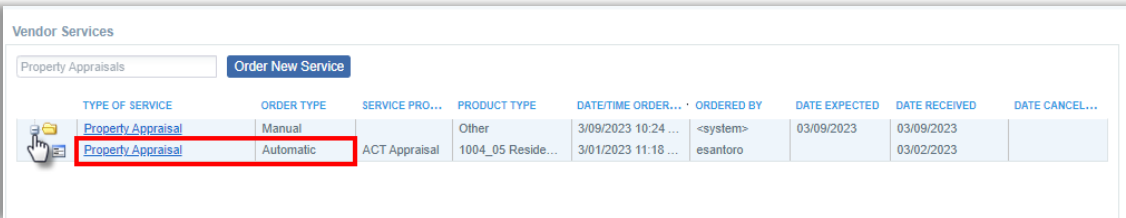
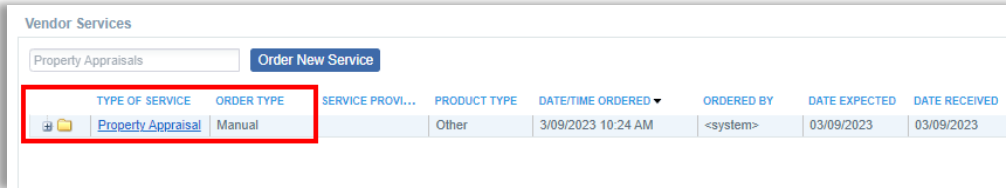
Action

- Open the appraisal order in P.A.T.H.:
- Go to **Loan Processing**→**Order Appraisals**.
 - Click the hyperlink **Property Appraisal - Automatic**.

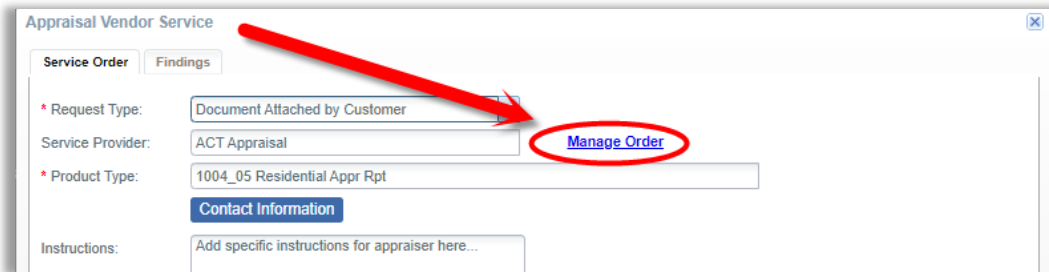


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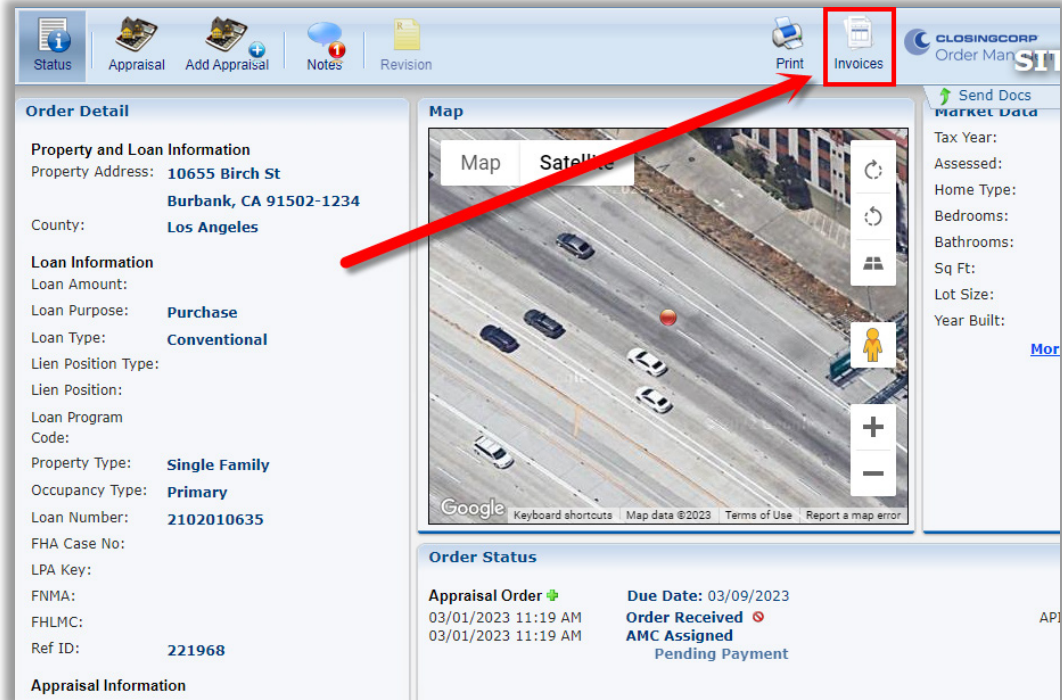
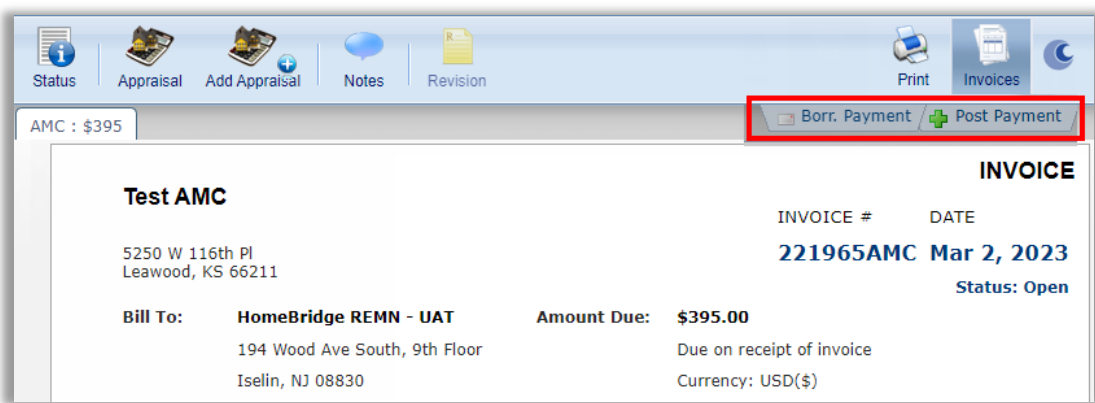
Note: If the **Order Type** displays as **Manual**, click the  to open the folder and select the **Automatic** Order Type to view your order.



Click the **Manage Order** link to go to the Closing Corp Appraisal Order Management website.



2

Step	Action
3	<div><div>The order information will be reflected on the Closing Corp website and the status will reflect AMC Assigned – Pending Payment.<ul style="list-style-type: none">Click the Invoices icon.</div><div></div></div>
4	<div><div>The Invoice will display.</div><div></div></div>

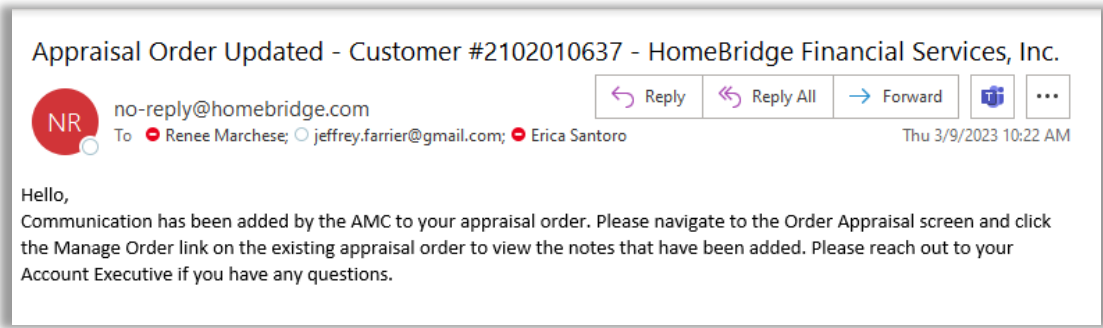
Invoice Updated																																																						
Step	Action																																																					
1	<p>If an invoice has been updated, an email notification is automatically generated to the MLO and the Broker Contacts.</p> <div><p>Appraisal Invoice Updated - Customer #2102010638 - HomeBridge Financial Services, I...</p><div><div>NR</div><div>no-reply@homebridge.com</div><div><div>↩ Reply</div><div>↩ Reply All</div><div>➡ Forward</div><div></div><div>...</div></div><div>To Renee Marchese; jeffrey.farrier@gmail.com; Erica Santoro</div><div>Thu 3/2/2023 9:28 AM</div></div><p>Hello,</p><p>Your invoice has been updated on your appraisal order. Please reach out to your Account Executive if you have any questions.</p></div>																																																					
2	<p>To review the updated invoice:</p> <ul style="list-style-type: none">Go to Loan Processing→Order Appraisals.Click the hyperlink Property Appraisal - Automatic. <div><div><div>View Pipeline</div><div><div>Loan Summary</div><div>Loan Processing</div><div>Lock Management</div><div>Fees & Closing Costs</div><div>New Credit Reports</div><div>Upload / View Documents</div><div>Loan File Update</div><div>Automated Underwriting</div><div>Approved AMC List</div><div>Order Appraisals</div><div>Area Median Income</div><div>Full Application</div><div>Loan Submission</div></div></div><div><div>Lender Loan Number: 2102010635</div><div>Lock Expiration:</div><div>Loan Status: Registered</div><div>Borrower Name: Customer, Ken N. JR</div><div>Subject Property: 10655 Birch St Burbank, CA 91502-1234</div><div>Loan Purpose: Purchase</div><div>Product: Conv Conforming 30 yr Fixed</div><div>Program:</div><div>Occupancy: Primary Residence</div><div>Loan Interest: LTV/...</div><div>Ratio:</div></div><div>Vendor Services</div><div>Property Appraisals</div><div>Order New Service</div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PROVIDER</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDERED</th></tr><tr><td> Property Appraisal</td><td>Automatic</td><td>Nationwide Appraisal Network</td><td>1004 Desktop Appraisal</td><td>3/03/2023 10:13 AM</td></tr></table></div> <p>Note: If the Order Type displays as Manual, click the to open the folder and select the Automatic Order Type to view your order.</p> <div><div>Vendor Services</div><div>Property Appraisals</div><div>Order New Service</div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PROVI...</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDERED</th><th>ORDERED BY</th><th>DATE EXPECTED</th><th>DATE RECEIVED</th></tr><tr><td> Property Appraisal</td><td>Manual</td><td></td><td>Other</td><td>3/09/2023 10:24 AM</td><td><system></td><td>03/09/2023</td><td>03/09/2023</td></tr></table></div> <div><div>Vendor Services</div><div>Property Appraisals</div><div>Order New Service</div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PRO...</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDER...</th><th>ORDERED BY</th><th>DATE EXPECTED</th><th>DATE RECEIVED</th><th>DATE CANCEL...</th></tr><tr><td> Property Appraisal</td><td>Manual</td><td>ACT Appraisal</td><td>1004_05 Reside...</td><td>3/01/2023 11:18 ...</td><td><system></td><td>03/09/2023</td><td>03/02/2023</td><td></td></tr><tr><td> Property Appraisal</td><td>Automatic</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div>	TYPE OF SERVICE	ORDER TYPE	SERVICE PROVIDER	PRODUCT TYPE	DATE/TIME ORDERED	Property Appraisal	Automatic	Nationwide Appraisal Network	1004 Desktop Appraisal	3/03/2023 10:13 AM	TYPE OF SERVICE	ORDER TYPE	SERVICE PROVI...	PRODUCT TYPE	DATE/TIME ORDERED	ORDERED BY	DATE EXPECTED	DATE RECEIVED	Property Appraisal	Manual		Other	3/09/2023 10:24 AM	<system>	03/09/2023	03/09/2023	TYPE OF SERVICE	ORDER TYPE	SERVICE PRO...	PRODUCT TYPE	DATE/TIME ORDER...	ORDERED BY	DATE EXPECTED	DATE RECEIVED	DATE CANCEL...	Property Appraisal	Manual	ACT Appraisal	1004_05 Reside...	3/01/2023 11:18 ...	<system>	03/09/2023	03/02/2023		Property Appraisal	Automatic							
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3	<p>Click the Manage Order link to go to the Closing Corp Appraisal Order Management website.</p> <div><div>Appraisal Vendor Service</div><div><div>Service Order</div><div>Findings</div></div><div><div>* Request Type:</div><div>Document Attached by Customer</div></div><div><div>Service Provider:</div><div>ACT Appraisal</div></div><div><div>* Product Type:</div><div>1004_05 Residential Appr Rpt</div></div><div><div>Contact Information</div></div><div><div>Instructions:</div><div>Add specific instructions for appraiser here...</div></div><div><div>Manage Order</div></div></div>																																																					

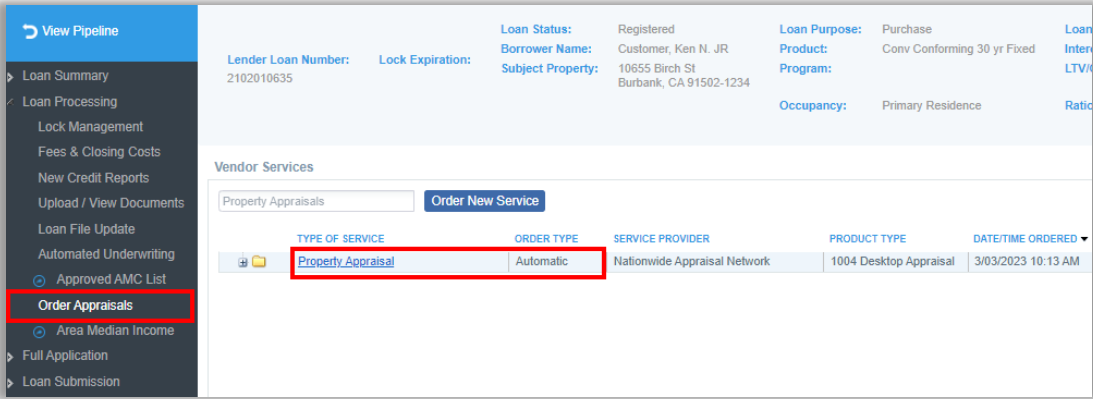

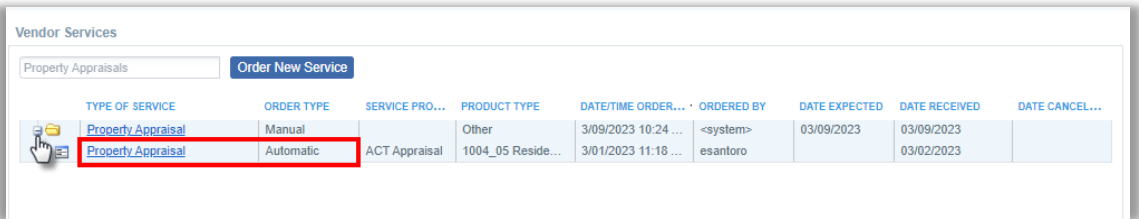
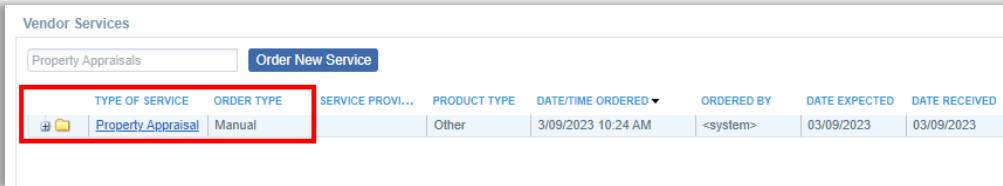
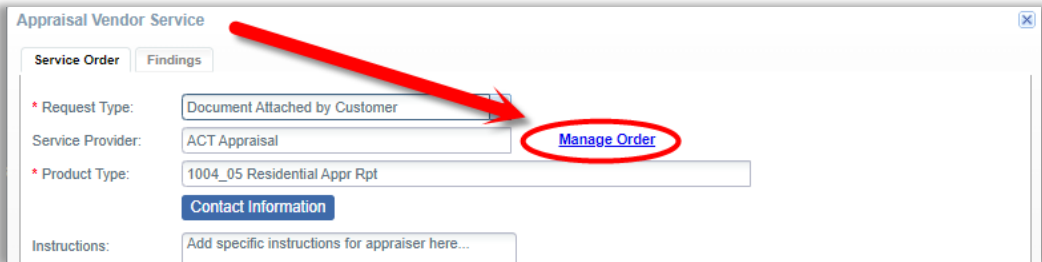
Step	Action
4	<div><div>Click Invoices icon to view the updated Invoice.</div><div><div><div><div>Status</div><div>Appraisal</div><div>Add Appraisal</div><div>Notes</div><div>Revision</div><div>Print</div><div>Invoices</div><div></div></div><div><div>AMC : \$395</div><div>Borr. Payment</div><div>Post Payment</div></div><div><div><div><div>Test AMC</div><div>5250 W 116th Pl Leawood, KS 66211</div><div>INVOICE # 221965AMC</div><div>DATE Mar 2, 2023</div><div>Status: Open</div></div><div><div>Bill To:</div><div>HomeBridge REMN - UAT</div><div>Amount Due: \$395.00</div><div>194 Wood Ave South, 9th Floor</div><div>Due on receipt of invoice</div><div>Iselin, NJ 08830</div><div>Currency: USD(\$)</div></div><div><div>ITEM</div><div>AMC</div><div>Name: Customer, Ken N</div><div>Address: 10655 Birch St, Burbank, CA 91502-1234</div><div>Loan Number: 2102010638</div><div>Sub-Total: \$395.00</div><div>Tax (0.00%): \$0.00</div><div>Total: \$395.00</div></div><div><div>PAYMENTS</div><div>(none)</div><div>Balance Remaining: \$395.00</div></div></div></div></div></div></div>
5	<div><div>Click Borr. Payment to email the updated Invoice or click Post Payment to enter the payment information.</div><div><div><div><div>Status</div><div>Appraisal</div><div>Add Appraisal</div><div>Notes</div><div>Revision</div><div>Print</div><div>Invoices</div><div></div></div><div><div>AMC : \$395</div><div>Borr. Payment</div><div>Post Payment</div></div><div><div><div><div>Test AMC</div><div>5250 W 116th Pl Leawood, KS 66211</div><div>INVOICE # 221965AMC</div><div>DATE Mar 2, 2023</div><div>Status: Open</div></div><div><div>Bill To:</div><div>HomeBridge REMN - UAT</div><div>Amount Due: \$395.00</div><div>194 Wood Ave South, 9th Floor</div><div>Due on receipt of invoice</div><div>Iselin, NJ 08830</div><div>Currency: USD(\$)</div></div></div></div></div></div></div>

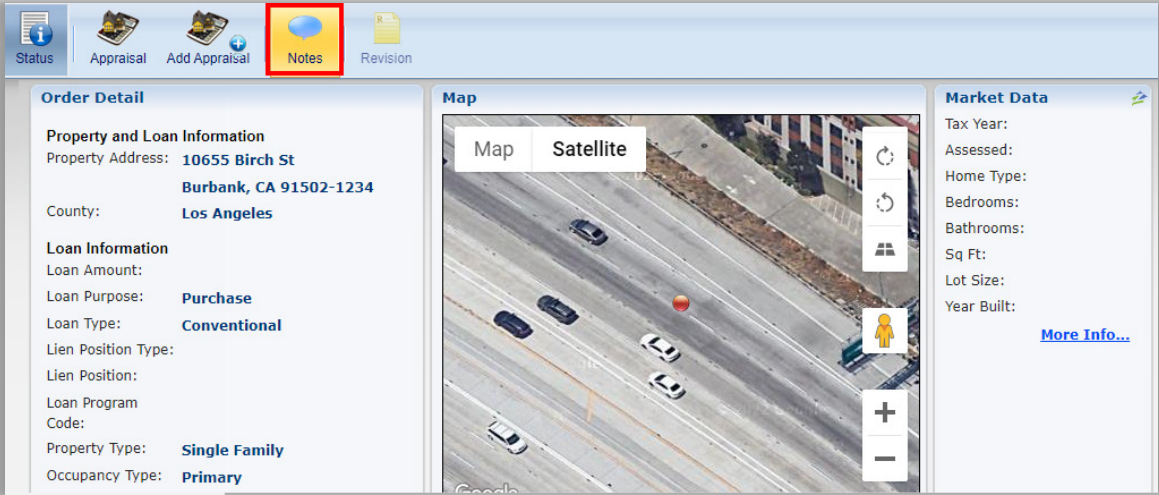
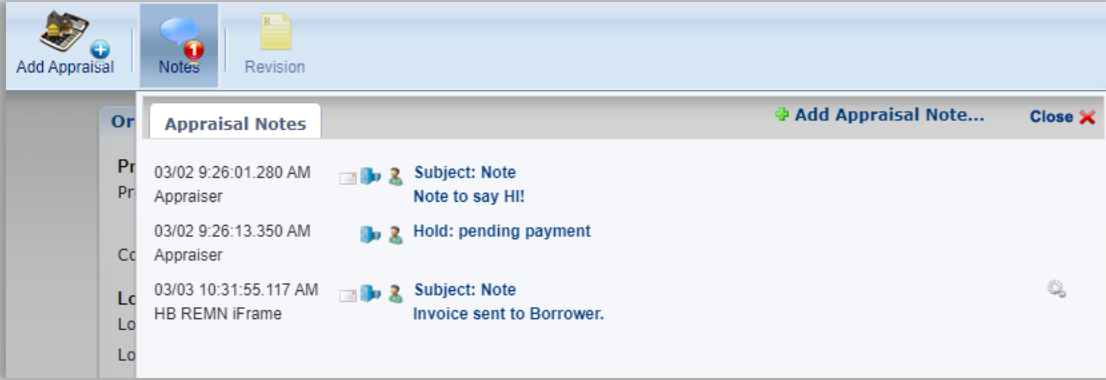
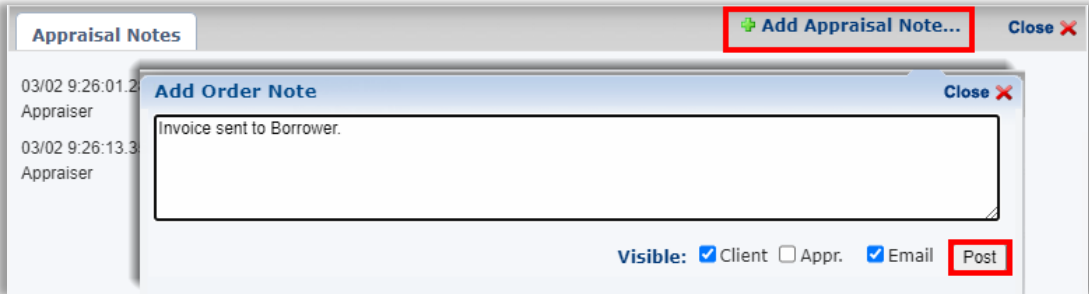
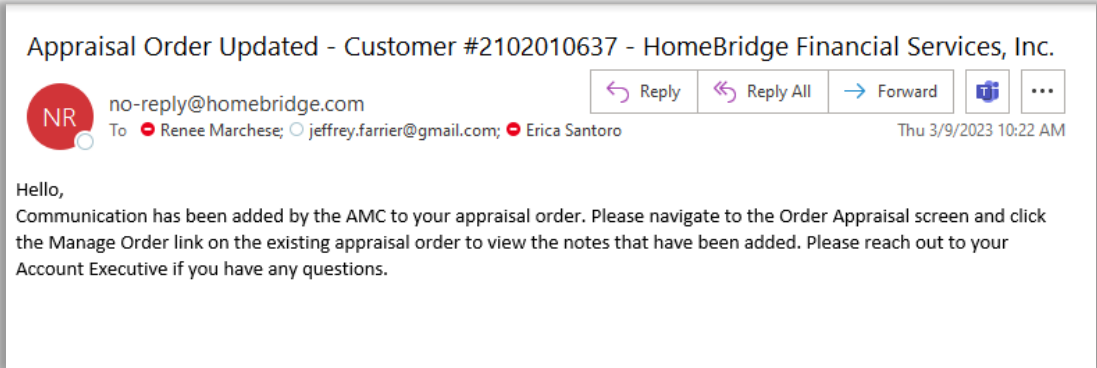
Notes

Use notes to communicate directly with the AMC and the Appraiser.

Email notifications will be sent to the MLO and Broker Contacts when notes are added to the appraisal order.



Step	Action
1	<p>To view or add notes to the appraisal order:</p> <ul style="list-style-type: none">Go to Loan Processing→Order Appraisals.Click the hyperlink Property Appraisal - Automatic. <div><p>Note: If the Order Type displays as Manual, click the  to open the folder and select the Automatic Order Type to view your order.</p><div></div></div>
2	<p>Click the Manage Order link to go to the Closing Corp Appraisal Order Management website.</p> <div></div>

Step	Action
3	<div><div>Click Notes icon to review notes on the order.</div><div></div></div>
4	<div><div>All notes to/from the Appraiser will display.</div><div></div></div>
5	<div><div>To add a note for the Appraiser:<ul style="list-style-type: none">Click Add Appraisal Note...Enter the noteClick Post</div><div></div></div>
6	<div><div>Email notifications will be sent to the MLO and Broker Contacts when notes are added to the appraisal order.</div><div></div></div>

Cancel an Order

Step

Action

1

- Open the appraisal order in P.A.T.H.:
- Go to **Loan Processing**→**Order Appraisals**.
 - Click the hyperlink **Property Appraisal - Automatic**.

The screenshot shows the P.A.T.H. interface. On the left, a sidebar menu has 'Order Appraisals' highlighted with a red box. The main area displays loan details and a table of 'Vendor Services'. In the table, the row for 'Property Appraisal' with 'Automatic' order type is highlighted with a red box.

TYPE OF SERVICE	ORDER TYPE	SERVICE PROVIDER	PRODUCT TYPE
Property Appraisal	Automatic	Nationwide Appraisal Network	1004 Desktop Appraisal

Note: If the **Order Type** displays as **Manual**, click the to open the folder and select the **Automatic** Order Type to view your order.

The screenshot shows the 'Vendor Services' table. The row for 'Property Appraisal' with 'Manual' order type is highlighted with a red box. A folder icon is visible next to the 'Property Appraisal' link.

TYPE OF SERVICE	ORDER TYPE	SERVICE PROVI...	PRODUCT TYPE	DATE/TIME ORDERED	ORDERED BY	DATE EXPECTED	DATE RECEIVED
Property Appraisal	Manual		Other	3/09/2023 10:24 AM	<system>	03/09/2023	03/09/2023

The screenshot shows the 'Vendor Services' table. The row for 'Property Appraisal' with 'Automatic' order type is highlighted with a red box. A folder icon is visible next to the 'Property Appraisal' link.

TYPE OF SERVICE	ORDER TYPE	SERVICE PRO...	PRODUCT TYPE	DATE/TIME ORDER...	ORDERED BY	DATE EXPECTED	DATE RECEIVED	DATE CANCEL...
Property Appraisal	Manual		Other	3/09/2023 10:24 ...	<system>	03/09/2023	03/09/2023	
Property Appraisal	Automatic	ACT Appraisal	1004_05 Reside...	3/01/2023 11:18 ...	esantoro	03/09/2023	03/02/2023	

2

- Complete the Service Order tab:
- Select **Request Type: Order Cancel**
 - Enter optional **Instructions**
 - Click **Save**

The screenshot shows the 'Appraisal Vendor Service' form. The 'Request Type' dropdown is set to 'Order Cancel' and is highlighted with a red box. The 'Save' button at the bottom is also highlighted with a red box.

*** Request Type:** Order Cancel

Service Provider: ACT Appraisal [Manage Order](#)

*** Product Type:** 1004 Single Family Appr Rpt

Instructions: See uploaded documents

Order Date: 5/18/2023 **Ordered By:** hbmarchese

Date Expected: ☐ Rush **Received Date:**


Date Cancelled: **Cancelled By:**

Attach Documents

DOC TYPE **DOCUMENT NAME** **ATTACHED DATE** **ATTACHED BY** **VIEW**

Sales Contract - Purchase ...	Sales Contract.pdf	5/18/2023 12:17 PM	hbmarchese	VIEW
-------------------------------	--------------------	--------------------	------------	----------------------

Save **Cancel**

	<div><div>Info</div><div><div></div><div>Appraisal Order updated successfully</div></div><div><div>OK</div></div></div>
--	--

On-Hold Orders

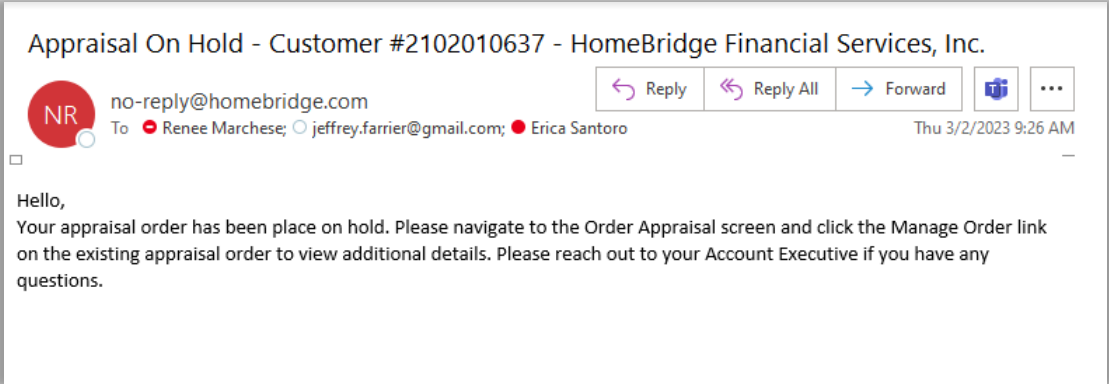
Appraisal orders may be placed on hold by either the AMC or at the request of the Broker.

Step

Action

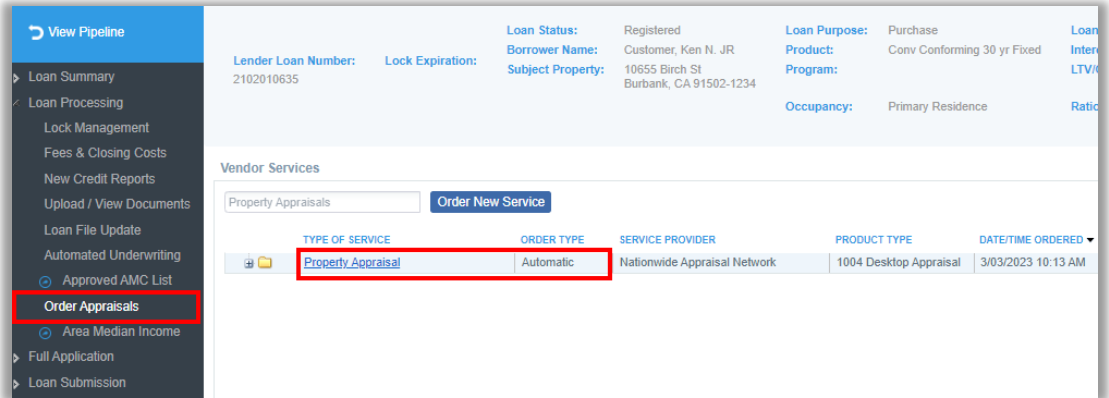
1


If the appraisal has been placed on hold, an email notification will be sent to the MLO and Broker Contacts added to the loan.

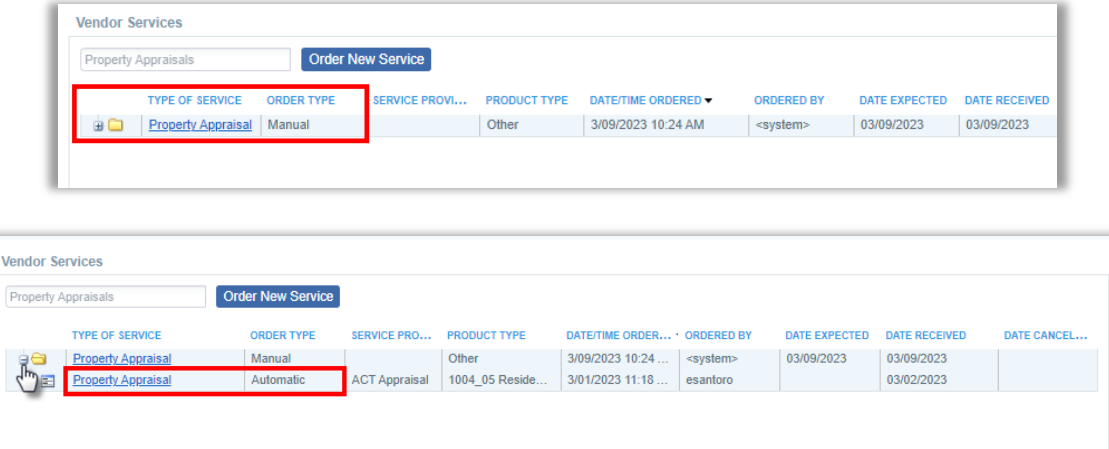


2

- Open the appraisal order in P.A.T.H.:
- Go to **Loan Processing**→**Order Appraisals**.
 - Click the hyperlink **Property Appraisal - Automatic**.

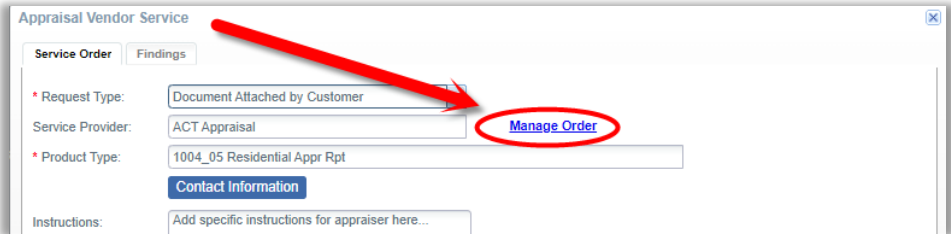


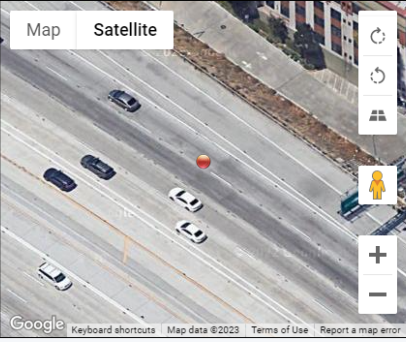
Note: If the **Order Type** displays as **Manual**, click the  to open the folder and select the **Automatic** Order Type to view your order.



3

Click the **Manage Order** link to go to the Closing Corp Appraisal Order Management website.



Step	Action
4	<div><div>The Order Status will display as On-Hold – Pending Resume.</div><div><div><div><div><div><div>Order Detail</div></div></div><div><div><div><div>Property and Loan Information</div><div>Property Address: 10655 Birch St</div><div>Burbank, CA 91502-1234</div><div>County: Los Angeles</div></div><div><div>Loan Information</div><div>Loan Amount:</div><div>Loan Purpose: Purchase</div><div>Loan Type: Conventional</div><div>Lien Position Type:</div><div>Lien Position:</div><div>Loan Program Code:</div><div>Property Type: Single Family</div><div>Occupancy Type: Primary</div><div>Loan Number: 2102010637</div><div>FHA Case No:</div><div>LPA Key:</div><div>FNMA:</div><div>FHLMC:</div><div>Ref ID: 221964</div><div>Appraisal Information</div><div>AMC ID:</div><div>Product: 1004 Single-Family</div></div></div></div><div><div><div>Map</div><div><div>Map</div><div>Satellite</div></div><div></div><div><div>Order Status</div><div><div>Appraisal Order</div><div>03/01/2023 11:15 AM</div><div>03/01/2023 11:15 AM</div><div>03/02/2023 09:25 AM</div><div>03/02/2023 09:26 AM</div></div><div><div>Hold Until: 03/09/2023</div><div>Order Received</div><div>AMC Assigned</div><div>AMC Accepted</div><div>On-Hold</div><div>Pending Resume</div></div><div><div>Test AMC</div><div>API Post User</div><div>Test</div><div>Test</div></div></div></div><div><div><div>Market Data</div><div>Tax Year:</div><div>Assessed:</div><div>Home Type:</div><div>Bedrooms:</div><div>Bathrooms:</div><div>Sq Ft:</div><div>Lot Size:</div><div>Year Built:</div><div>More Info...</div></div></div></div></div></div></div></div>
5	<div><div>Click the Notes icon to review the Appraisal Notes from the AMC (ex. Hold: pending payment).</div><div><div><div><div><div>Status</div><div>Appraisal</div><div>Add Appraisal</div><div>Notes</div><div>Revision</div></div></div><div><div><div>Appraisal Notes</div><div>Add Appraisal Note...</div><div>Close</div></div><div><div>03/02 9:26:01.280 AM</div><div>Appraiser</div><div>Subject: Note</div><div>Note to say HI!</div></div><div><div>03/02 9:26:13.350 AM</div><div>Appraiser</div><div>Hold: pending payment</div></div></div><div><div><div>Property type: Single Family</div><div>Occupancy Type: Primary</div><div>Loan Number: 2102010637</div></div><div><div>Google</div><div>Keyboard shortcuts</div><div>Map data ©2023</div><div>Terms of Use</div><div>Report a map error</div></div></div></div></div></div>

Completed Orders																																																						
Step	Action																																																					
1	<p>An email notification is automatically generated when the Appraisal has been completed.</p> <div><div>Appraisal Complete - Customer #2102010639 - HomeBridge Financial Services, Inc.</div><div><div><div>NR</div><div>no-reply@homebridge.com</div></div><div><div>↩ Reply</div><div>↩ Reply All</div><div>➡ Forward</div><div></div><div>⋮</div></div><div>To Renee Marchese; jeffrey.farrier@gmail.com; Erica Santoro</div><div>Thu 3/2/2023 9:32 AM</div></div><p>Hello,</p><p>Your appraisal order has been completed and the documents have been uploaded for review. To view a copy of your appraisal, please navigate to the Order Appraisal screen and view the Findings tab on the existing order. Please reach out to your Account Executive if you have any questions.</p></div>																																																					
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Note:

If the **Order Type** displays as **Manual**, click the to open the folder and select the **Automatic** Order Type to view your order.

Vendor Services

Property Appraisals

Order New Service

TYPE OF SERVICE	ORDER TYPE	SERVICE PROVI...	PRODUCT TYPE	DATE/TIME ORDERED	ORDERED BY	DATE EXPECTED	DATE RECEIVED	DATE CANCEL...
Property Appraisal	Manual		Other	3/09/2023 10:24 AM	<system>	03/09/2023	03/09/2023	

Vendor Services

Property Appraisals

Order New Service

TYPE OF SERVICE	ORDER TYPE	SERVICE PRO...	PRODUCT TYPE	DATE/TIME ORDER...	ORDERED BY	DATE EXPECTED	DATE RECEIVED	DATE CANCEL...
Property Appraisal	Manual		Other	3/09/2023 10:24 ...	<system>	03/09/2023	03/09/2023	
Property Appraisal	Automatic	ACT Appraisal	1004_05 Reside...	3/01/2023 11:18 ...	esantoro		03/02/2023	

Step

Action

3

The **Findings** tab will reflect the completed appraisal information.

Appraisal Vendor Service

Service Order

Findings

Product Type:

1004_05 Residential Appr Rpt

Fee:

Appraised Value:

\$850,000.00

* Appraisal Provider:

ACT Appraisal

Appraisal Date:

5/14/2014

Appraisal Company:

AppraiseThis

Appraiser Name:

Sara Bellum

Appraisal Co Address:

111 valley lane

Zip, City & State:

32137

Palm Coast

FL

Appraiser Contact Phone:

800-234-8727

Appraiser License Number:

56789

State:

CO

Supervisory Appraiser License Number:

Documents Received

DOCUMENT NAME	UPLOADED DATE	UPLOADED BY	ATTACHMENT
AMC Invoice.pdf	3/02/2023 9:31 AM	<system>	
1004_05UAD GOLD STANDARD.pdf	3/02/2023 9:32 AM	<system>	
AppraisalReport.PDF	3/02/2023 9:32 AM	<system>	

Note: Click the paperclip icon to view Documents Received.

AI Ready PDF

1 / 28

136%

test

test

File # nita_dvp_test

Uniform Residential Appraisal Report

The purpose of this summary appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.

Property Address 321 Tulip Street

City Boulder

State CO

Zip Code 80302

Borrower Jack Johnson

Owner of Public Record Jack Johnson

County Boulder

Legal Description Lot 26 Block 4 Floral Valley East

Assessor's Parcel # 2075-06-4-15

Tax Year 2011

R.E. Taxes \$ 7257

Neighborhood Name Floral Valley East

Map Reference 19740

Census Tract 0067.04

Occupant ☐ Owner ☐ Tenant ☒ Vacant

Special Assessments \$ 0

☒ PUD HOA \$ 100 ☒ per year ☐ per month

Property Rights Appraised ☒ Fee Simple ☐ Leasehold ☐ Other (describe)

Assignment Type ☒ Purchase Transaction ☐ Refinance Transaction ☐ Other (describe)

Lender/Client ABC Lenders

Address 2112 1st Street, Oxford, MS 38655

Is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal?

☐ Yes ☒ No

Report data source(s) used, offering price(s), and date(s).

DOM 176:Subject listed on 06/05/12 for \$875,000 M1099638. Price reduced to \$839,500 on 08/01/12 M1099638. Price reduced to \$799,500 on 09/21/12 M1099638.

Revisions or Reconsiderations

To request revisions or reconsiderations follow the steps below as applicable.

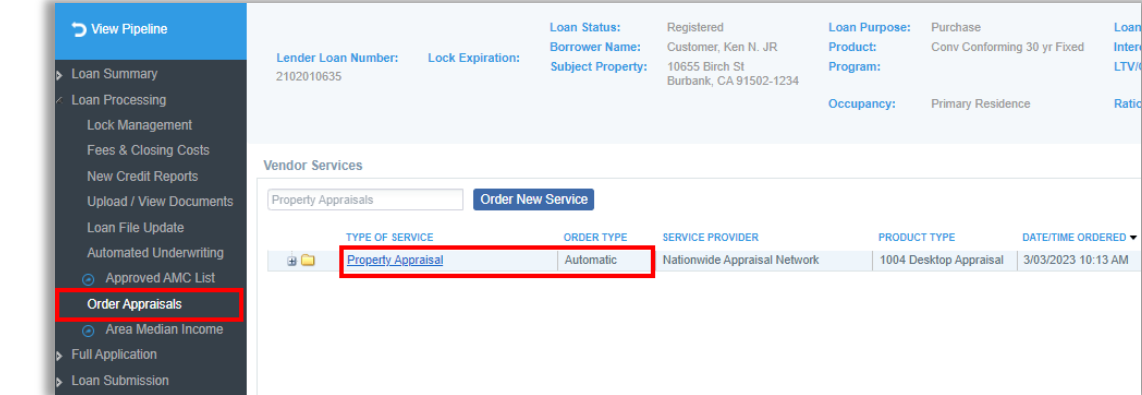
Revision Requests


Step

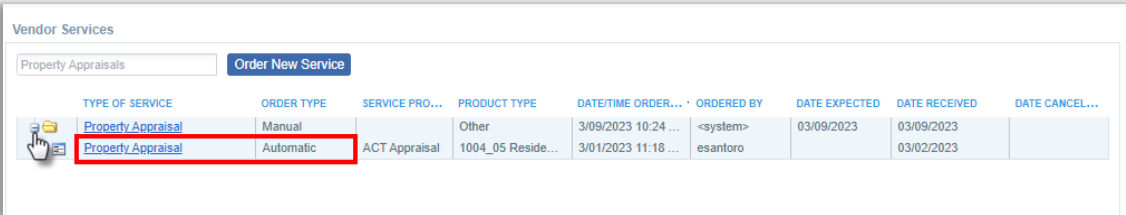
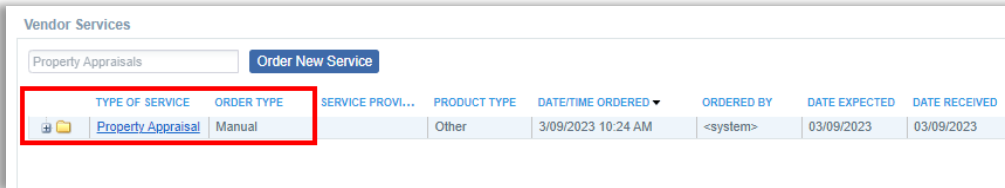
Action

- Open the appraisal order in P.A.T.H.:
- Go to **Loan Processing**→**Order Appraisals**.
 - Click the hyperlink **Property Appraisal - Automatic**.

1

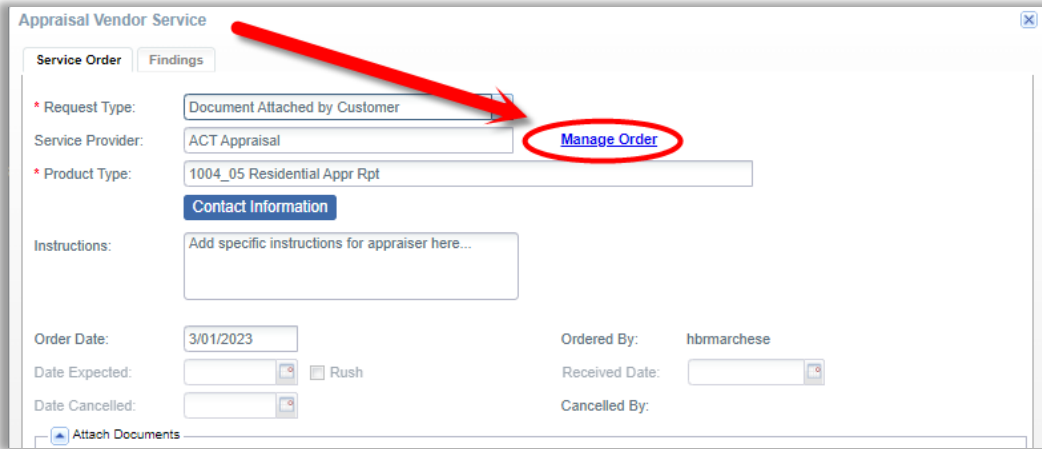


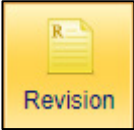
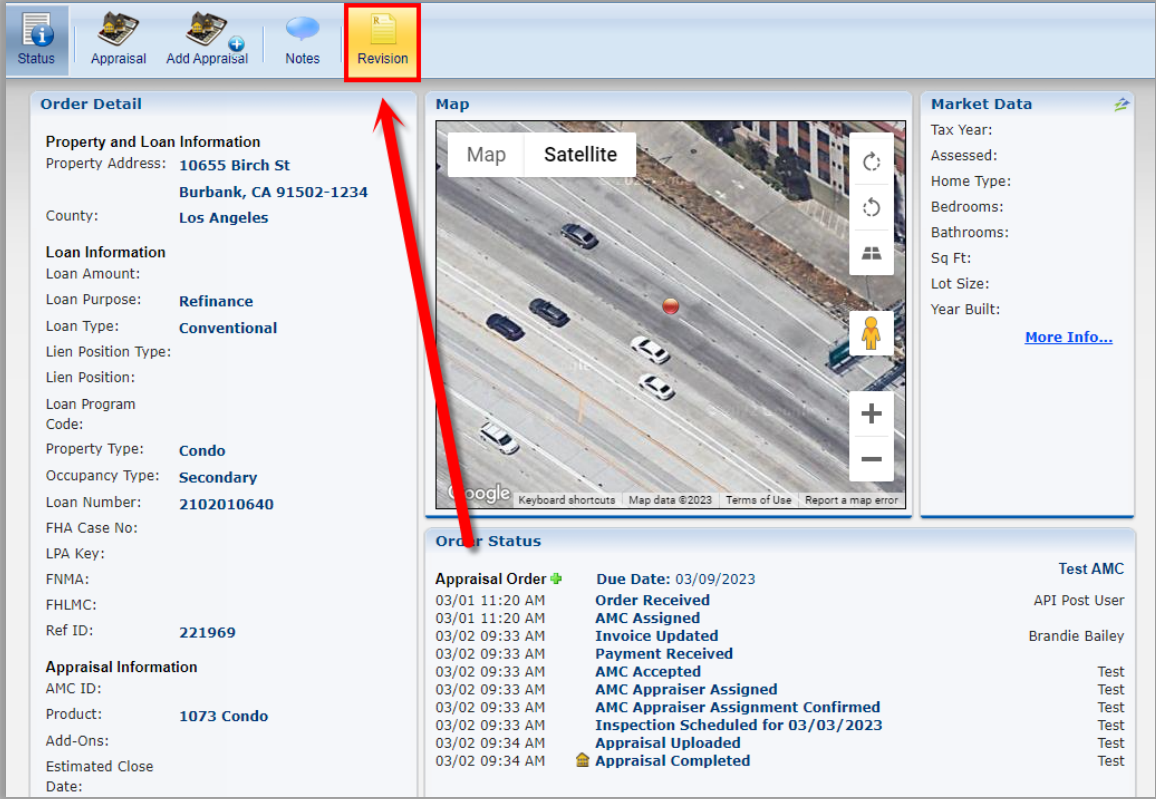
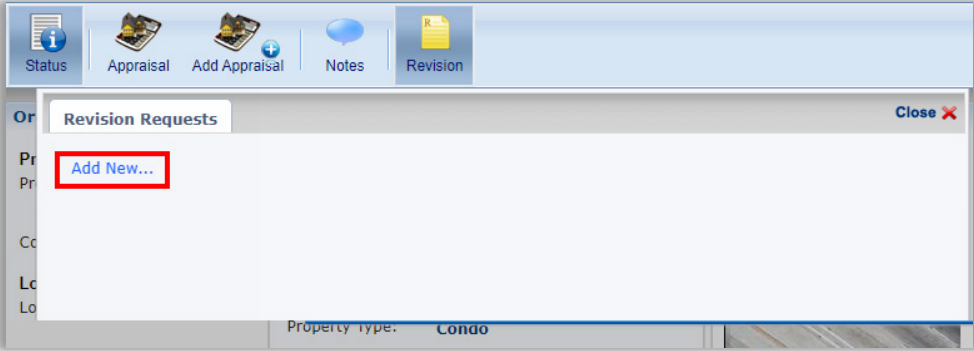
Note: If the **Order Type** displays as **Manual**, click the  to open the folder and select the **Automatic** Order Type to view your order.

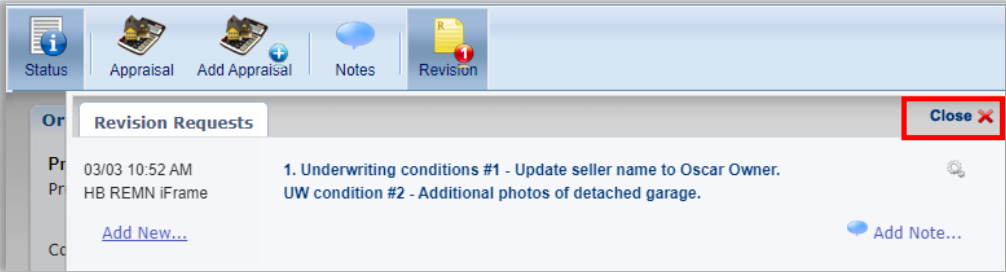
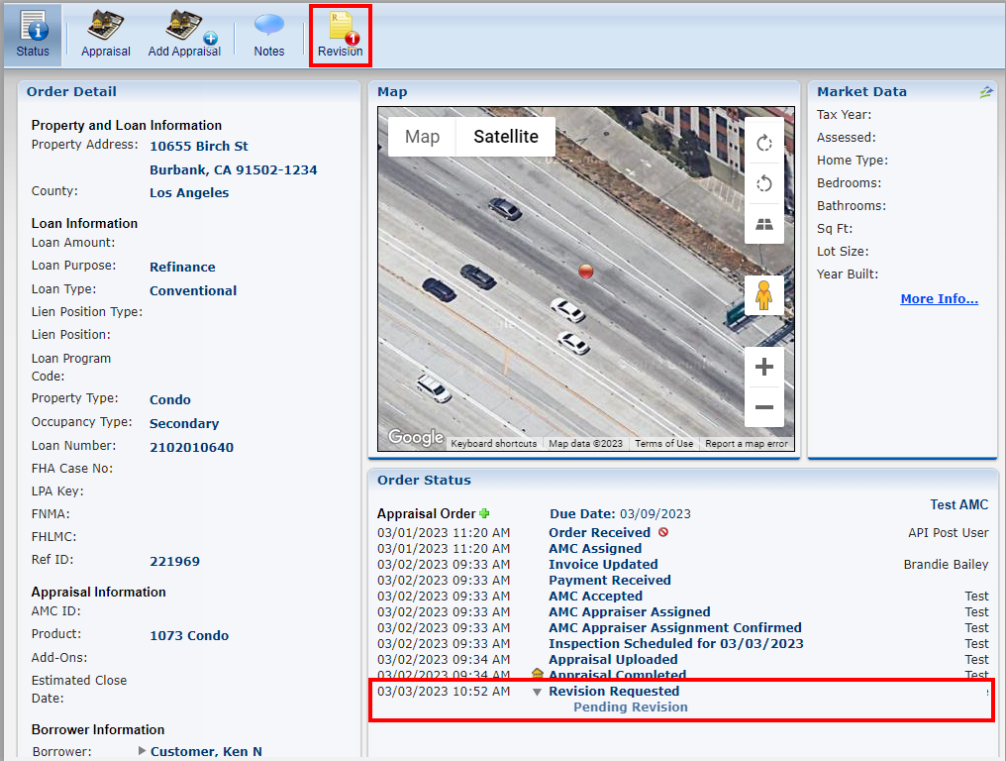


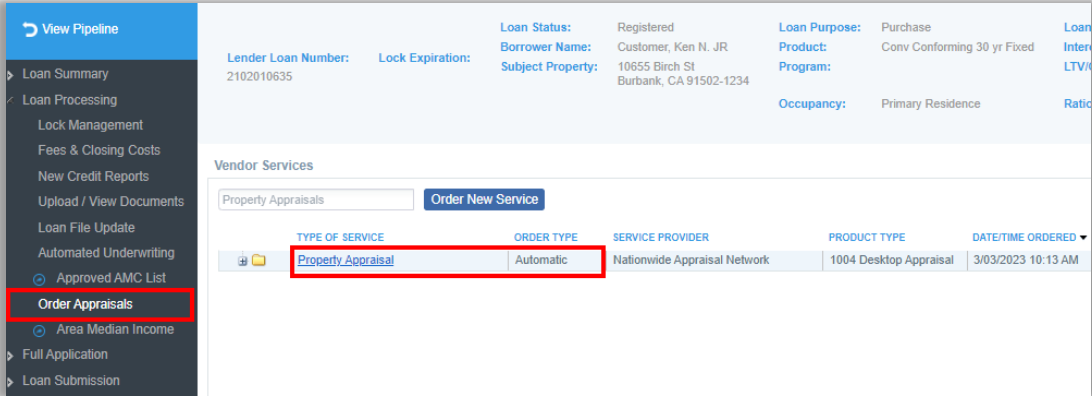
Click the **Manage Order** link to go to the Closing Corp Appraisal Order Management website.














2

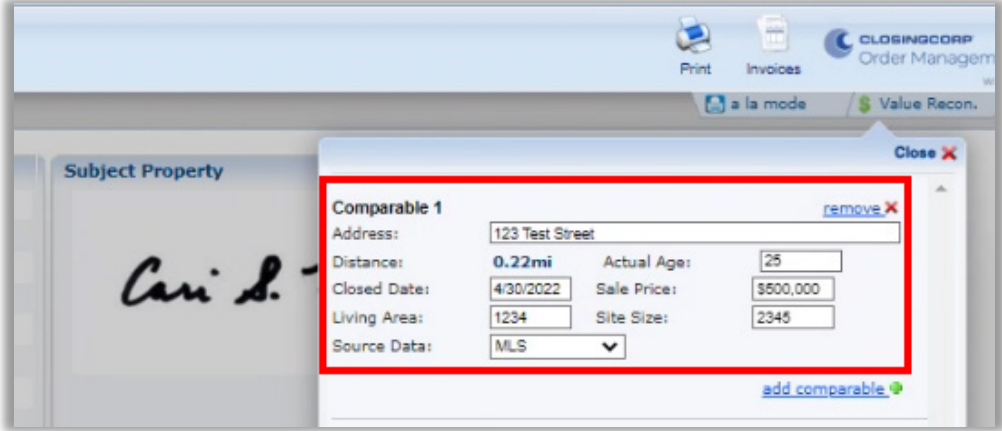
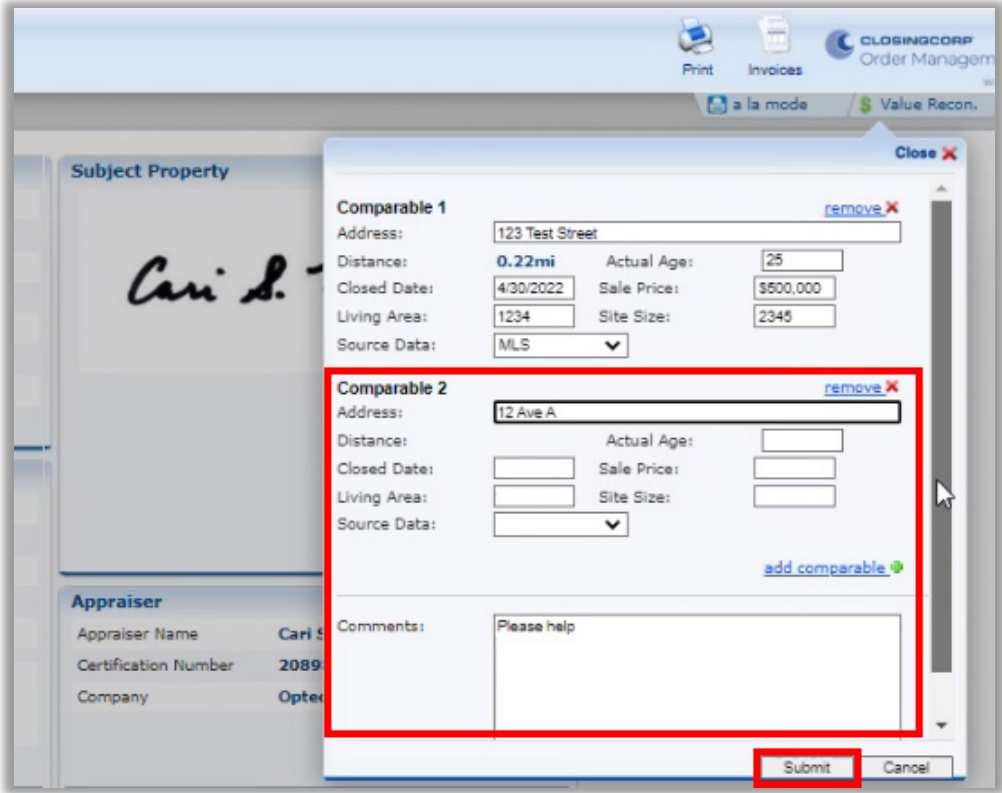


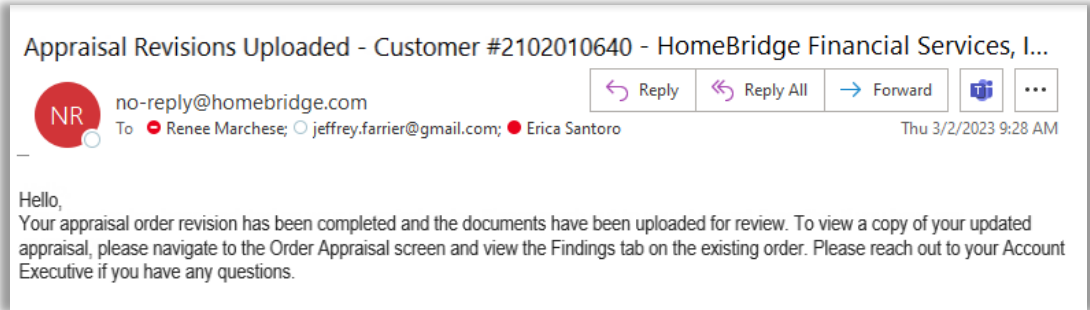
Step	Action
3	<div><div><div><div><div><div></div><div>Revision</div></div></div></div></div><div>Click  to request a revision on a completed appraisal.</div><div></div></div>
4	<div>The Revision Requests pop-up will appear.</div> <div><ul style="list-style-type: none">Click Add New...</div> <div></div>

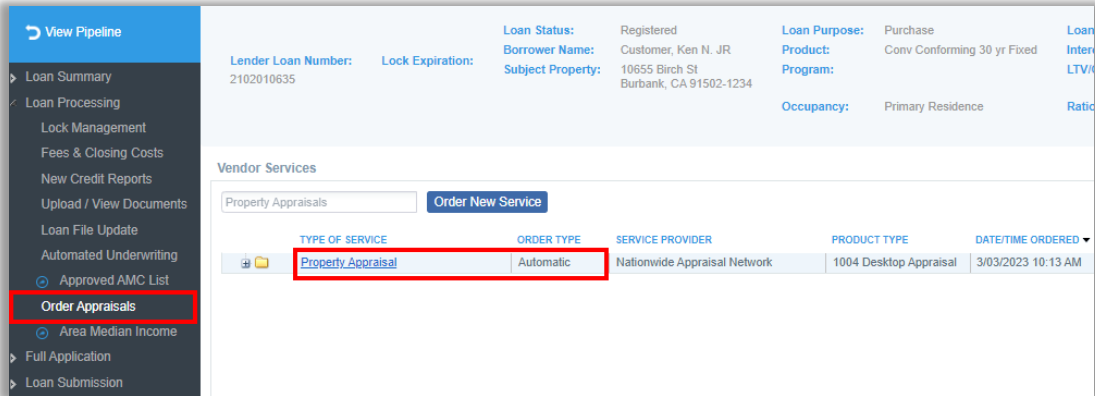

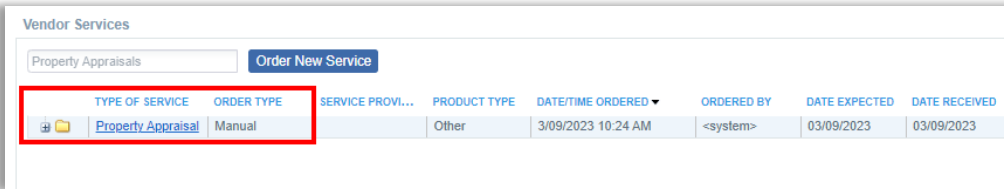
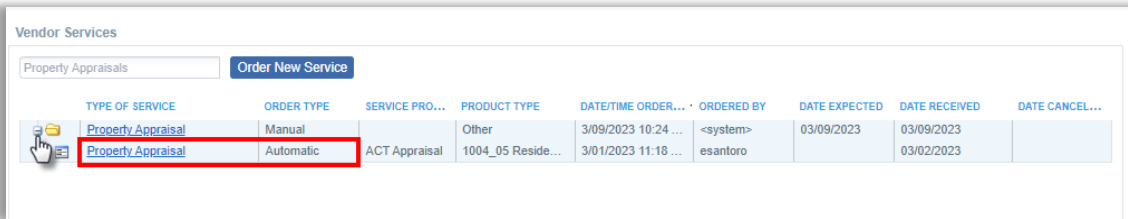
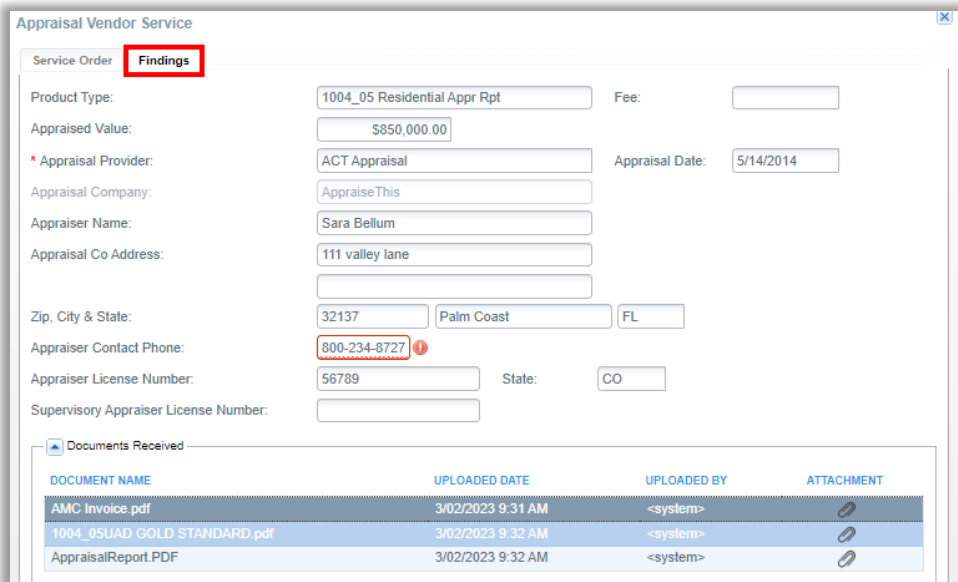

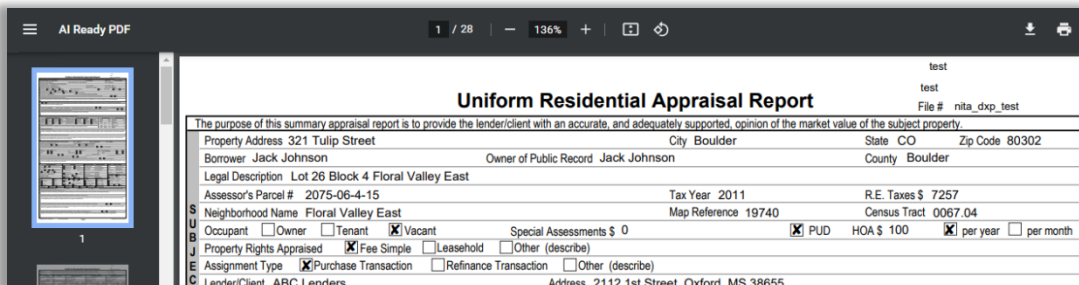
Step	Action
	<div>Click Close.</div> <div></div>
6	<div>The request for Revision will reflect on the Revision Icon and the Order Status section.</div> <div></div>

Value Reconsideration Request	
Step	Action
1	<div>Open the appraisal order in P.A.T.H.:</div> <ul style="list-style-type: none">Go to Loan Processing→Order Appraisals.Click the hyperlink Property Appraisal - Automatic. <div></div>

Step	Action																																																																															
	<p>Note: If the Order Type displays as Manual, click the  to open the folder and select the Automatic Order Type to view your order.</p> <div><div><div>Vendor Services</div><div><div>Property Appraisals</div><div>Order New Service</div></div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PROVI...</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDERED</th><th>ORDERED BY</th><th>DATE EXPECTED</th><th>DATE RECEIVED</th></tr><tr><td></td><td>Property Appraisal</td><td>Manual</td><td></td><td></td><td></td><td></td><td></td></tr></table></div><div><div>Vendor Services</div><div><div>Property Appraisals</div><div>Order New Service</div></div><table><tr><th>TYPE OF SERVICE</th><th>ORDER TYPE</th><th>SERVICE PRO...</th><th>PRODUCT TYPE</th><th>DATE/TIME ORDER...</th><th>ORDERED BY</th><th>DATE EXPECTED</th><th>DATE RECEIVED</th><th>DATE CANCEL...</th></tr><tr><td></td><td>Property Appraisal</td><td>Manual</td><td>Other</td><td>3/09/2023 10:24 ...</td><td><system></td><td>03/09/2023</td><td>03/09/2023</td><td></td></tr><tr><td></td><td>Property Appraisal</td><td>Automatic</td><td>ACT Appraisal</td><td>3/01/2023 11:18 ...</td><td>esantoro</td><td></td><td>03/02/2023</td><td></td></tr></table></div></div> <p>Click the Manage Order link to go to the Closing Corp Appraisal Order Management website.</p> <div><div>Appraisal Vendor Service</div><div><div>Service Order</div><div>Findings</div></div><div><div>* Request Type:</div><div>Document Attached by Customer</div></div><div><div>Service Provider:</div><div>ACT Appraisal</div></div><div><div>* Product Type:</div><div>1004_05 Residential Appr Rpt</div></div><div><div>Contact Information</div></div><div><div>Instructions:</div><div>Add specific instructions for appraiser here...</div></div><div><div>Order Date:</div><div>3/01/2023</div></div><div><div>Date Expected:</div><div></div><div>Rush</div></div><div><div>Date Cancelled:</div><div></div></div><div><div>Ordered By:</div><div>hbmarchese</div></div><div><div>Received Date:</div><div></div></div><div><div>Cancelled By:</div><div></div></div><div><div>Attach Documents</div></div><div><div>Manage Order</div></div></div> <tr><td>2</td><td><p>Click the Manage Order link to go to the Closing Corp Appraisal Order Management website.</p></td></tr> <tr><td>3</td><td><p>To request a Value Reconsideration:</p><ul style="list-style-type: none">Click the Appraisal icon to open the completed appraisal.Click the Value Recon. button.<div><div><div>Status</div><div><div>Appraisal</div><div>Add Appraisal</div><div>Notes</div><div>Revision</div></div><div>Print</div><div>Invoices</div><div>CLOSINGCORP Order Man SIT</div></div><div><div>Overview</div><div>Value Approach</div><div>Sales Grid</div><div>Photos</div><div>Comps</div><div>Addendums</div><div>Value Recon.</div></div><div><div>Summary</div><div>Subject Property</div></div><div><table><tr><td>Appraised Value</td><td>\$850,000</td><td>Appraisal Date</td><td>2014-05-14</td></tr><tr><td>Purchase Price</td><td>\$846,500</td><td>Loan Amount</td><td>\$0</td></tr><tr><td>Avg Comp Price</td><td>\$812,167</td><td>Comp Distance</td><td>0.22 - 0.32 mi</td></tr><tr><td>Avg Price of 5 Nearest Sales</td><td>\$812,167</td><td>High Price</td><td>\$846,500</td></tr><tr><td>Avg Loan of 5 Nearest Sales</td><td>N/A</td><td>Median Price</td><td>\$800,000</td></tr><tr><td>Sales to Foreclosure Ratio</td><td>N/A (N/A %)</td><td>Low Price</td><td>\$790,000</td></tr><tr><td>Active Listings</td><td>N/A</td><td>Pending Sales</td><td>N/A</td></tr><tr><td>CU Score</td><td>N/A</td><td>LCA Score</td><td>N/A</td></tr></table><div><div>Appraisal Valuation Approach</div><div>Indicated Value By</div><div>Sales Comparison Approach</div><div>\$850,000</div><div>Cost Approach</div><div>356,100</div></div></div><div></div></div></td></tr>	TYPE OF SERVICE	ORDER TYPE	SERVICE PROVI...	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Step	Action
4	<div><div>Enter the details for the Comparable 1 property.</div><div></div></div>
5	<div><div><ul style="list-style-type: none">Click add comparable to enter additional comparable properties (if applicable).Enter optional Comments.Click Submit.</div><div></div></div>

Completed Revisions/Reconsiderations	
Step	Action
1	<div><div>When the revision/reconsideration is completed, an automatic email is generated to the MLO and Broker Contacts.</div><div></div></div>

Step	Action
	<div data-bbox="274 255 876 290">To view the Appraisal revision/reconsideration:</div> <div data-bbox="323 295 1049 370"> <ul style="list-style-type: none"> Go to Loan Processing→Order Appraisals. Click the hyperlink Property Appraisal - Automatic. </div> <div data-bbox="323 400 1411 795">  </div> <div data-bbox="194 822 214 857">2</div> <div data-bbox="274 857 1424 935"> <p>Note: If the Order Type displays as Manual, click the  to open the folder and select the Automatic Order Type to view your order.</p> </div> <div data-bbox="373 962 1370 1150">  </div> <div data-bbox="306 1193 1427 1411">  </div>
<div data-bbox="194 1983 214 2018">3</div>	<div data-bbox="274 1462 1250 1499">The Findings tab will reflect the revised/reconsidered appraisal information.</div> <div data-bbox="389 1526 1341 2107">  </div> <div data-bbox="274 2158 1128 2198"> <p>Note: Click the paperclip icon  to view Documents Received.</p> </div> <div data-bbox="331 2228 1403 2513">  </div>