



REQUEST FOR TRANSFERRING APPRAISAL

1. A signed and dated transfer letter from the **ORIGINAL** lender must be provided.
2. If FHA please provide FHA Connection Transfer receipt. *(please verify with your original lender that Equity needs to transfer report. Many lenders transfer their own FHA reports)*
3. Transfer request must include:
 - a. Subject Address
 - b. Borrower first and last name
 - c. New lender company name
 - d. **A valid contact name and email address of the contact at the new lender to email appraisal docs to.**
4. All requests should be submitted by email to karen@esusa.net.
5. If above requirements are completed and accurate transferred appraisals will be completed within 1 business day of request. If required information is not received at the time of initial request, there will be delays processing the request.
6. Confirmation of completion will be submitted to the requester once transfer is completed.
7. Please see the below guidelines regarding transferred appraisals.

REGARDING REVISIONS ON TRANSFERRED APPRAISALS

Following USPAP Guidelines: *Revisions cannot be requested by the new lender. Revisions can only be requested by the original lender. If new lender requires revisions they must order a new appraisal.*

Per HUD: *The second Mortgagee may not request the Appraiser to readdress the appraisal. If the second Mortgagee finds deficiencies in the appraisal, the Mortgagee must order a new appraisal.*

LENDER NAME ON REPORT CANNOT BE CHANGED UNDER ANY CIRCUMSTANCES