

Hubbell Realty Services, Inc.

Appraisal Order Form

Ordering Instructions:

Print blank form, fill out and Fax to: (845)454-6359

Fee: To be quoted upon receipt of form

Client Information

Request Date:

Client Contact:

Client Company:

Phone:

Client Address:

Fax:

City/State/Zip:

Email:

Property Information

Property Name:

Owner of Record:

Address:

City/State Zip:

Phone:

Fax:

Email:

Property Description

Category: Commercial Industrial Residential Vacant Land

Description Type:

Example; gas station with convenience store, single family home, warehouse with office space.

Number of Buildings:

Total Square Footage:

of Tenants:

Land Size:

New Construction or Expansion Plans:

Choose a report

Appraisal Type:	Complete <input type="checkbox"/>	Limited <input type="checkbox"/>	Market/feasibility Study <input type="checkbox"/>	Review <input type="checkbox"/>
Report Type:	Self Contained <input type="checkbox"/>	Summary <input type="checkbox"/>	Restricted <input type="checkbox"/>	Verbal <input type="checkbox"/>
Approaches Requested:	Cost <input type="checkbox"/>	Income <input type="checkbox"/>	Sales Comparison <input type="checkbox"/>	
Interest Appraised:	Fee Simple <input type="checkbox"/>	Leased Fee <input type="checkbox"/>	Leasehold <input type="checkbox"/>	Fractional <input type="checkbox"/>
	Other <input type="checkbox"/>	Explain: <input type="text"/>		
Appraised Value(s):	Market Value <input type="checkbox"/>	Investment <input type="checkbox"/>	As Is <input type="checkbox"/>	As Proposed <input type="checkbox"/>
	Going Concern <input type="checkbox"/>	In Use <input type="checkbox"/>	Retrospective <input type="checkbox"/>	Insurable <input type="checkbox"/>
	Public Interest <input type="checkbox"/>	Assessed <input type="checkbox"/>	Gross Sell Out <input type="checkbox"/>	At Stabilization <input type="checkbox"/>
Appraisal Use:	Sale/Purchase <input type="checkbox"/>	Counseling <input type="checkbox"/>	Environmental <input type="checkbox"/>	Loan Underwriting <input type="checkbox"/>
	Estate <input type="checkbox"/>	Tax Appeal <input type="checkbox"/>	Eminent Domain <input type="checkbox"/>	Pending Litigation <input type="checkbox"/>

Appraisal & Reporting Types

Based on our client's needs, we offer several different reporting options. A **complete appraisal** includes all the applicable approaches to value that would be recognized by market participants when making purchase decisions. These appraisals are typically required for loan underwriting assignments. A **limited appraisal** purposely excludes one of the applicable approaches. This is usually at the request of the client *prior* to the engagement of an assignment. Limited appraisals are often ordered by client's familiar with the subject property. The primary difference between report types is the level of detail presented. A **self contained report** presents the reader with the highest level of detail necessary as prescribed by USPAP. Our self contained reports include a table of contents, full regional area description, full property description, detailed analysis of the approaches to value and addenda with full descriptions and photographs of all comparable sales and rentals. A **summary report** contains a brief discussion of the subject property, and summarizes the data, reasoning and analyzes used in our conclusions to estimate an opinion of value. A **restricted report** does not contain a discussion of the data or analysis but briefly identifies the subject property, scope of work and states the appraiser's opinion of value.

Please download the **Property Disclosure Form** as well and provide the applicable property details.
