

Appraisal Reconsideration of Value

Instructions for Reconsideration of Value (ROV)

1. **Submission Deadline:** Applicants must provide all required items within 30 days of receiving the completed appraisal report.
2. **Form Completion:** Ensure all sections of this form are filled out accurately.
3. **Comparable Sales:** You may submit up to five confirmed comparable sales for consideration.
4. **Value Suggestions:** Do not suggest values, past values, estimates of value, or any other value-related information.

Acceptable ROV Submissions:

- **ROV Form:** Complete the ROV form and include at least two, but **NO MORE** than five confirmed **closed** comparable sales.
- **Comparable Sales Criteria:**
 - Must be closed sales within the subject's market area.
 - Preferably within the last 90 days, but no more than 12 months prior to the appraisal's effective date. Comparables cannot be from sales after the effective date of your appraisal.
 - Located at a generally similar distance or closer than those used in the appraisal report.
 - Comparable in room count, square footage, lot size, and other significant features (e.g., pool, kitchen upgrades).
- **Correction Requests:** For corrections such as square footage or room count, provide proof (e.g., tax records, county records, MLS data, CoreLogic Report) showing inaccuracies in the appraisal. This information will be verified at the appraiser's discretion.

Unacceptable ROV Submissions:

- Failure to follow the above instructions.
- Comments on the appraiser's choices or competency in the market area.
- Suggestions of values, past values, estimates, or any value-related information.
- Prior appraisals or parts of prior appraisals.
- Multiple reconsideration requests (considered an attempt to influence the appraiser's value). Only one ROV request is allowed.
- Disputes over adjustments (adjustments reflect the market's response to comparable features and are based on the appraiser's research).

Please save the completed form below and submit to: Compliance@usavingsbank.com

Name	
Property Address	
Date	

Purpose of Reconsideration of Value:

- Correct and/or explain factual errors within the appraisal report.
- Review additional sold comparables that sold prior to the effective date of the appraisal report.
(Use Comparable Information Section Below)
- Address concerns about the appraiser’s conduct.
- Report any concerns regarding appraiser bias or discrimination.

Comments:

Comparable Information:

Comparable 1:	
Property Address	
City	
State	
Address	
Sale Price	
Distance from Subject Property	
Date of Sale	
Square Footage	
Source of Data	

Comparable 2:	
Property Address	
City	
State	
Address	
Sale Price	
Distance from Subject Property	
Date of Sale	
Square Footage	
Source of Data	



Comparable 3:	
Property Address	
City	
State	
Address	
Sale Price	
Distance from Subject Property	
Date of Sale	
Square Footage	
Source of Data	

Comparable 4:	
Property Address	
City	
State	
Address	
Sale Price	
Distance from Subject Property	
Date of Sale	
Square Footage	
Source of Data	

Comparable 5:	
Property Address	
City	
State	
Address	
Sale Price	
Distance from Subject Property	
Date of Sale	
Square Footage	
Source of Data	

Upon receiving your ROV Request Form, our Residential Appraisal Department will acknowledge receipt and review the form for completeness. If any information is missing or additional documents are required, the lender will contact you within three working days before submitting the request to the appraiser.

Typically, appraisers respond within 2 to 3 business days. After reviewing the appraiser's response and/or any revised appraisal, our Appraisal Department will forward the results to you.

