

# Reconsideration of Value Process

## Requesting a Reconsideration of Value (ROV):

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To communicate effectively with the appraiser and ensure the best possible outcome, please read the information provided below before you complete the Reconsideration of Value Form on page 2.

This information will help you to better understand:

1. The professional appraisal standards the appraiser must follow when considering your request.
2. How to comply with state and federal Appraiser Independence laws.

## How to submit an effective and compliant request:

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1. Please do not state a specific value, minimum value, value range or value direction.
2. Please do not provide a prior appraisal report. However, you may list comparables from the prior appraisal in the grid provided on the Reconsideration of Value Form on page 2.
3. Please avoid the use of inflammatory, coercive or threatening language.
4. Your requests should focus on facts rather than value expectations.
5. Please be advised that any inappropriate commentary will be redacted from your request, or you may be asked to submit a revised form.
6. It is always acceptable to:
  - ✓ Ask the appraiser to correct factual errors about the subject or comparables.
  - ✓ Provide information about recent sales activity (comparables) in the neighborhood.
  - ✓ Ask for additional supporting information from the appraiser.

## What to Expect from the Appraiser:

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1. The appraiser will review any alternative sales comparables which you suggest and will consider how well they meet with professional appraisal standards, for example:
  - ✓ Are the suggested sales more similar to the subject property than the sales the appraiser utilized in the report with regard to:
    - Location, proximity to the subject and/or market area
    - Size, style and age
    - Condition and quality
    - Any other factors unique to your property
  - ✓ Did the suggested sales close or list on or before the effective date of the appraisal report.
2. Typical response time from the appraiser is 48 hours.
3. If the appraiser does not revise the value, he/she will still upload a revised report with an updated addendum to respond to your specific requests and explain the reasoning for the decision.
4. The appraiser is an independent valuation professional who will determine whether or not the appraisal report warrants changes and cannot be directed by Property Sciences in accordance with state and federal laws.

## What Property Sciences Will Do:

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1. Upon receipt of your completed form, we will review your request to ensure that it meets with the professional standards and guidelines outlined above.
2. Your request will then either be submitted to the appraiser or returned to you with an explanation.
3. We will serve as your point of contact during the ROV process.
4. We will follow up for a timely and professional response from the appraiser.

# Reconsideration of Value Form

Your request to reconsider the facts or the value of the appraisal report must comply with state & federal Appraiser Independence laws and regulations.

- Examples of Acceptable requests include:
- Asking the appraiser to consider additional information about the subject property or about the comparable properties.
  - Asking the appraiser to correct factual errors about the subject or the comparables.
  - Providing knowledge about recent sales in the neighborhood.
  - Asking for additional supporting information.

It is never acceptable to communicate a specific desired value or a minimum required value. To aid in resolution, your request should focus on facts rather than specific value expectations and avoid inappropriate or coercive language.

www.PropSci.com  
925-246-7300

**Date Submitted:**

**Submitted By:**

**Email Address:**

**Phone Number:**

**Lender:**

**Borrower:**

**Loan #:**

**Property Address:**

**City:**

**State:**

**Zip:**

**COMPARABLES** - I am providing no more than four sales, pendings or listings for consideration. Sales will not be considered if the data cannot be verified through a third party source. (Attach the closed sales with the Reconsideration Form).

**COMMENTARY** - I am providing commentary in the field below which outlines the basis and reasoning behind this request. (Attach all supporting documents to the request along with the Reconsideration Form).

**Submit the completed form to [conditions@propsci.com](mailto:conditions@propsci.com)**

Please allow at least 48 hours for a response. In some cases it may take longer due to the difficulty of the assignment.

Closed Sale Address	Source	Sale Date	Sale Price	General Description of Sale

**Summary of the Appeal - Please type a summary of your appeal in the following text box.**