## Appraisal Checklist

From Standards Rule 2-2(b), The Summary Appraisal Report must: (2010-2011 Edition of USPAP)		Acceptable	Issues Re: not meeting minimum standards
(i)	state the identity of the client and any intended users, by name or type;		
(ii)	state the intended use of the appraisal;		
(iii)	summarize information sufficient to identify the real estate involved in the appraisal, including the physical and economic property characteristics relevant to the assignment;		
(iv)	state the real property interest appraised;		
(v)	state the type and definition of value and cite the source of the definition;		
(vi)	state the effective date of the appraisal and the date of the report;		
(vii)	summarize the scope of work used to develop the appraisal;		
(viii)	summarize the information analyzed, the appraisal methods and techniques employed, and the reasoning that supports the analyses, opinions, and conclusions; exclusion of the sales comparison approach, cost approach, or income approach must be explained;		
(ix)	state the use of the real estate existing as of the date of value and the use of the real estate reflected in the appraisal; and, when an opinion of highest and best use was developed by the appraiser, summarize the support and rationale for that opinion;		
(x)	Clearly and conspicuously:  • state all extraordinary assumptions and hypothetical conditions; and  • state that their use might have affected the assignment results; and		
(xi)	include a signed certification in accordance with Standards Rule 2-3.		