

# Appraisal Engagement Letter

From

To

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Dear \_\_\_\_\_,

This letter is to confirm our agreement regarding the appraisal services to be provided by our company \_\_\_\_\_ (the "**Appraiser**") for the property located in \_\_\_\_\_. This engagement will be conducted in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP) and any other applicable standards and regulations.

In line with our negotiations, the basic conditions of our agreement are given below. Please contact us for any questions and comments.

Best Regards,

## Scope of Work

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Within the scope of this engagement, work for this appraisal assignment includes appraisal for the abovementioned property for the purpose of real estate transactions. The appraisal report will be prepared to meet the needs of the Client and potential buyers and will be based on the Appraiser's independent judgment and analysis. The report will include market value, tax assessments, evaluation on estate planning and land use planning.

## Fees and Payment

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The fee for the appraisal services is \_\_\_\_\_. As an initial payment \_\_\_\_\_ shall be paid on the date of signature of this letter and the balance amount shall be paid on \_\_\_\_\_ at the latest. Payments shall be made via \_\_\_\_\_. The Appraiser reserves the right to suspend work or withhold the appraisal report until payment is received in full.

## Other Issues

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- All information provided to the Appraiser by the Client in the course of this engagement will be treated as confidential and will not be disclosed to third parties without the prior written consent of the Client, except as required by law.
- The appraisal report is expected to be completed by \_\_\_\_\_ at the latest. Delays caused by factors beyond the control of the Appraiser may result in an adjustment to the completion timeline.
- This letter constitutes the entire understanding between Appraiser and the Client. Any changes to this letter must be in writing and signed by both parties.
- The Client agrees to provide the Appraiser with full and unobstructed access to the Property for the purpose of conducting the appraisal. This access is essential for the appraiser to perform a thorough assessment and analysis of the property.
- The appraiser shall exercise reasonable care and diligence during the property inspection to avoid causing any damage or disturbance to the premises.

If you agree to the terms and conditions outlined in this engagement letter, please sign and return a copy to indicate your acceptance.

**Appraiser**

**Date**

**Signature**

\_\_\_\_\_

### **Client's Approval**

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I, \_\_\_\_\_, hereby acknowledge that I have read and agree to the terms and conditions outlined in this appraisal engagement letter.

**Client**

**Date**

**Signature**

\_\_\_\_\_



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