

Manufactured FHA Drive By Appraisal

On March 27, 202 HUD released Mortgagee Letter 2020-05. This letter was in response to the current COVID-19 Pandemic. This Mortgagee letter outlines directions for appraiser to complete Drive by and Desktop appraisals.

When applicable, as described below, the appraiser may amend the scope of work to perform an Exterior-Only (viewing from the street) or Desktop Only. The Appraiser may rely on supplemental information from other reliable sources such as Multiple Listing Service (MLS), and Tax Assessor's Property Record to prepare an appraisal report. The Appraiser may rely on information from an interested party to the transaction (borrower, real estate agent, property contact, etc.) with clear appraisal report disclosure when additional verification is not feasible. The appraisal report must contain adequate information to enable the intended users to understand the extent of the inspection that was performed.

A revised Scope of work is provided as a separate attachment.

PLEASE NOTE:

Appraisal forms Fannie Mae 2055 and Fannie Mae 1075 are **NOT** FHA approved forms. Therefore, these appraisal will have to be reported on the appropriate full forms.

Single Family – 1004

Condominium – 1073

Multi-Family – 1025

Manufactured – 1004C

The require protocols and exhibits for the Exterior Only option are:

Appraiser will observe the Property and Improvements from the street.

- **The Appraisal will be completed "AS IS" unless Minimum Property Requirements (MPR) related deficiencies are observed from the street or otherwise known.**
- The Appraiser may utilize extraordinary assumptions when necessary.
- No sketch, interior photos or rear exterior photographs are required.

On page one of the report under Map Reference you must put “Exterior” in this area.

Property Address	City	State	Zip Code
Borrower	Owner of Public Record	County	
Legal Description			
Assessor's Parcel #	Tax Year	R.E. Taxes \$	
Neighborhood Name	Map Reference	Census Tract	
Occupant <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant	Special Assessments \$	<input type="checkbox"/> PUD HOA \$	<input type="checkbox"/> per year <input type="checkbox"/> per month
Property Rights Appraised <input type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Other (describe)			
Assignment Type <input type="checkbox"/> Purchase Transaction <input type="checkbox"/> Refinance Transaction <input type="checkbox"/> Other (describe)			
Lender/Client	Address		

Manufactured home appraisals require specific and detailed information from the HUD Certification Label. For Exterior-only inspection appraisals, the appraiser may obtain a photo of the HUD Certification Label, at the property, provided they are given permission by the property owner to access the site, as this is on the exterior of the home only. The appraiser may request the owner or an individual that has access to the property provide a photo of the HUD certification Label, provided the owner does not allow access to the site.

A current MLS listing may be able to provide sufficient information to complete all sections of the 1004, but there may be instances where interviewing the borrower, seller, or agent to the transaction may be necessary to obtain the required information to produce a credible value opinion.

Make sure to disclose any information obtained from a non-traditional source. If the seller of the property was interviewed to determine information such as the room count, floor covering, etc. Please disclose who the information was provided by.

A sketch is not required, but if county records is the source for the GLA of the property and the county has a sketch, please include for reference purposes.

Please provide all photos of the subject you are able to obtain. If MLS provides photos of the subject please include all photos available in MLS. If another party such as the borrower, seller or agent provide photos for analysis please include them in the appraisal report. Please disclose in the appraisal where the photos were obtained.

If you have any additional questions please email resolutions@unitedstatesappraisals.com and we will contact you ASAP.