

VA LENDER APPRAISAL PROCESSING PROGRAM (LAPP) APPLICATION

Please type or print. Must be legible.

STAFF APPRAISAL REVIEWER (SAR) NOMINEE:

_____	_____
(full name)	(social security number)

(residential address)	

(business address)	
_____	_____
(business telephone)	(10-digit VA lender ID for office where reviewer located)
_____	_____
(fax)	(e-mail address)

OFFICER RESPONSIBLE FOR QUALITY OF APPRAISAL REVIEWER'S WORK:

(name and title)	

(business address)	
_____	_____
(business telephone)	(10-digit VA lender ID for office where officer located)
_____	_____
(fax)	(e-mail address)

SENIOR LENDING OFFICER:

Complete if senior lending officer is someone other than officer above.

(name and title)	

(business address)	
_____	_____
(business telephone)	(10-digit VA lender ID for office of senior lending officer)
_____	_____
(fax)	(e-mail address)

STAFF APPRAISAL REVIEWER NOMINEE'S STATEMENTS AND CERTIFICATIONS:

PREVIOUS LAPP APPROVAL - If I was previously approved by VA as a LAPP Staff Appraisal Reviewer (SAR), the SAR ID number assigned was _____.

Attach a copy of approval letter if available.

PREVIOUS UNDERWRITER APPROVAL - If I was previously approved by VA as an Underwriter, the Underwriter ID number assigned was _____.

Attach a copy of approval letter if available.

DISCLOSURE OF SANCTIONS - I have not been suspended, debarred or had a similar sanction taken against me by any Federal or State entity or any professional organization. I am not aware of any unresolved investigation involving me. Any potential problem regarding this disclosure has been submitted to VA, and a letter from VA indicating that the problem is resolved is attached.

CONFLICTS OF INTEREST - As a LAPP staff appraisal reviewer, I understand that I may not be employed by or perform appraisal review services for any other lender and may not be on the VA fee panel. I agree to report to VA any private interests or pursuits which might be considered by VA to be a conflict of interest.

APPRAISAL REVIEW EXPERIENCE - **As indicated in the attached resume**, or statement of work experience or evidence of HUD Direct Endorsement participation, I have the requisite experience outlined in chapter 15 of the VA Lender's Handbook.

APPRAISAL REPORT REVIEWS - I understand that all staff appraisal reviews made for VA loan guaranty purposes must be completed in accordance with the requirements in chapter 13 of the VA Lender's Handbook. I also understand that no pressure or influence is to be exerted on the appraiser to remove or change valid appraisal report information, or to reach a predetermined value for a property.

My signature below affirms that the information I am providing in all of the above statements and certifications is accurate and true, to the best of my knowledge.

(signature of staff appraisal reviewer nominee)

(date)

Note: If applicable, provide evidence of FHA Direct Endorsement (DE) authority, reflecting date received.

SENIOR LENDING OFFICER'S STATEMENTS AND CERTIFICATIONS

STAFF APPRAISAL REVIEWER NOMINATION - The nominee is a full-time salaried employee of this company and is authorized to act on our behalf as a staff appraisal reviewer. Based on our personal interview with the nominee and a thorough review of the nominee's appraisal-related capabilities and performance, we find the nominee to be qualified as a staff appraisal reviewer in accordance with the requirements in chapter 15 of the VA Lender's Handbook. We acknowledge the responsibility that any improper actions of the nominee as a staff appraisal reviewer shall be imputed to the employer. We agree to promptly notify the appropriate VA office(s) if we ever change or limit this recommendation, or terminate our relationship with the nominee.

PROCESSING FEE - The \$100 processing fee for this nominee is attached.

PROPERTIES ALREADY VALUED - Unless VA grants authorization for a specific case, this company will not knowingly request an appraisal for a property which already has a valid value determination for VA loan purposes.

NO APPRAISAL REVIEWS FOR AFFILIATES - This company will not use LAPP for any builder, land developer, real estate broker or other entity which it owns or has a financial interest in, or with which it is otherwise affiliated. We realize that this restriction does not apply if our only relationship with a builder is a construction loan, or if VA agrees that the attached formal corporate agreement or other documentation demonstrates that we and our affiliate(s) are essentially separate entities operating independently of one another, free of all cross influences. In this latter situation, our quality control plan addresses the insulation of the fee appraiser, staff appraisal reviewer and the underwriter from the influence of the affiliate.

NO APPRAISAL REVIEWS FOR/FROM OTHER LENDERS - Although appraisal reports may be transferred from one lender to another, this company will not make VA value determinations for other mortgage lenders, nor use a value determination for VA loan guaranty purposes which was made by another mortgage lender, under any circumstances.

NO PRESSURE/INFLUENCE ON FEE APPRAISER OR STAFF APPRAISAL REVIEWER - This company will not exert pressure or influence on the fee appraiser or staff appraisal reviewer to remove or change valid appraisal report information, or to reach a predetermined value for a property.

QUALITY CONTROL SYSTEM - This company has an effective quality control or other system to ensure the adequacy and quality of its staff appraisal reviews. That system contains all of the basic elements identified in chapter 15 of the VA Lender's Handbook.

My signature below affirms that the information I am providing in all of the above statements and certifications is accurate and true, to the best of my knowledge.

(signature and title of **senior** officer)

(date)