



SIBCY CLINE MORTGAGE SERVICES
RECONSIDERATION OF VALUE REQUEST FORM

Instructions

Use this form to request a reconsideration of value (ROV). Refer to the Sibcy Cline Mortgage Services Reconsideration of Value (ROV) Disclosure you received at application and with your appraisal for additional information and basic requirements. Please provide complete, detailed, accurate, specific and verifiable information which supports the purpose of the ROV. Contact your loan officer with any questions on how to complete the form.

Once completed, email the form and all supporting documentation (each document saved with the prefix, "ROV Request -" and a brief description following the dash "-" (ex. ROV Request - Comparable 123 Main) to the SCMS dedicated appraisal review inbox (AppraisalUW@sibcycline.com). If you have opted to not use electronic disclosures or do not want to email the form and documentation, reach out to your loan officer to obtain a UPS trackable address label to securely submit all documents. *Only one ROV request is permitted per appraisal.*

Loan Information

Applicant Full Name (First Name Last Name):

Loan Officer Name:

Loan Number:

Property Use/Purpose: primary residence second home rental/investment property

Appraisal Information

Please complete all information below. The effective date is located on page 6 of 6 of the appraisal report

Property Address:

City: State: Zip:

Effective Date of Appraisal:

Purpose of ROV Request

Select all options that apply. Only select those options that are applicable.

- Review additional comparable sales sold prior to the effective date of the initial appraisal provided that may impact the appraisal valuation
- Correct and/or explain factual errors found on the appraisal report (such as incorrect bedroom count, incorrect square footage, incorrect amenities such as garage spaces, fireplace, etc.)
- Appraiser conduct concern (potential violation of USPAP standards)
- Report concerns of appraiser bias or discrimination in the appraisal report

ROV Request Reason Summary

Provide a summary of your reasoning for the value appeal request. Do not use this section to list additional comparable sales, those are entered below.



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Comparable Sales Section

Use the sections below to provide information regarding additional comparable sales that *closed prior to* the effective date of the appraisal (max 5). For each comparable please provide: (1) data source such as the MLS or County Auditor website and (2) a summary that explains why you believe the comparable should be considered over the comparable sales selected by the appraiser.

General Guidelines of Acceptable Comparable Sales:

- Comparable sales must be for a **closed** purchase, no listings or contingent sales can be considered.
- The closed date must be no more than 12 months prior to the effective date on your appraisal and **cannot** be after the effect date on your appraisal.
- You must provide at least 2 additional comparable sales up to a total of 5 comparable sales.
- The comparable sale must be proximate to the subject property. While proximity may vary based on the rural or urban location of your home, keep in mind that the closer (and more similar in characteristics) the comparable, the more likely it will be considered appropriate and acceptable. If the subject property is located in a subdivision, condominium project, or PUD (planned unit development), recent sales in that development of similar homes are the most persuasive.
- “Proximity” is determined “as the crow flies” rather than the driving mileage between the comparable. Visit <https://www.freemaptools.com/how-far-is-it-between.html> to enter the addresses (measure in miles) to help determine the “crow flies” distance from the subject property and proposed comparable.
- The Gross Living Area (GLA) of the comparable should be similar to the subject property, typically the difference in GLA should be less than +/- 20% of the subject property.
- Comparable sales should have similar characteristics including the style of the home, size of the lot, GLA, room/bedroom/bathroom count, age, condition, use (rental vs. owner occupied), and quality of construction.

Comparable Sale 1 Address:

Proximity to Subject (mi)	Sale Price	Date of Sale	# Beds	# Baths	Lot Size	GLA (sq ft)	Basement



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Comparable Sale 2 Address:

Proximity to Subject (mi)	Sale Price	Date of Sale	# Beds	# Baths	Lot Size	GLA (sq ft)	Basement

Comparable Sale 3 Address:

Proximity to Subject (mi)	Sale Price	Date of Sale	# Beds	# Baths	Lot Size	GLA (sq ft)	Basement

Comparable Sale 4 Address:

Proximity to Subject (mi)	Sale Price	Date of Sale	# Beds	# Baths	Lot Size	GLA (sq ft)	Basement



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Comparable Sale 5 Address:

Proximity to Subject (mi)	Sale Price	Date of Sale	# Beds	# Baths	Lot Size	GLA (sq ft)	Basement

Submission

Please include/upload additional pages with this form if the form did not provide enough room for completion. I/We have read and understood the “Sibcy Cline Mortgage Services Reconsideration of Value (ROV) Disclosure” and have completed this “Sibcy Cline Mortgage Services Reconsideration of Value Request Form” using accurate and complete information.

Applicant(s) Printed Name(s)

Applicant(s) Signature(s)

Date

Ver 1 eff 10/31/24