



DEPARTMENT OF VETERANS AFFAIRS
Regional Office
1240 East Ninth Street
Cleveland OH 44199

May 26, 2004

In Reply Refer To: 325/262
Information Letter 26-04-09

TO: ALL PITTSBURGH VA FEE APPRAISERS

SUBJ: ANNUAL PITTSBURGH FEE APPRAISERS MEETING

1. **PURPOSE:** The purpose of this information letter is to announce the up-coming Annual Fee Appraiser meeting for **all** Pittsburgh VA Fee Appraisers.
2. **WHEN WILL THE MEETING TAKE PALCE?** The meeting is scheduled for Wednesday, June 16, 2004, beginning at 9:00 a.m. and concluding at 2:00 p.m.
3. **WHERE WILL THE MEETING BE HELD?** The meeting will be held at the VA Regional Office, 1000 Liberty Avenue, Pittsburgh, PA. We will be using Room 200 located on the second floor.

You will be required to go through security screening (building opens 8:00 a.m. to the general public) at the main entrance on Liberty Street. Please make sure you have a photo ID, and you are not carrying anything considered dangerous or a hazard which can be confiscated by the security guard.

4. **WHAT WILL BE DISCUSSED?** We will be reviewing Customer Service Policy, Liquidation Appraisals, New Procedures for Reconsideration of Appraised Value, VA E-Commerce, Timeliness, Work Quality, and other topics.
5. **IS THIS A MANDATORY MEETING?** Attendance by all Pittsburgh fee appraisers is mandatory. We do recognize however, that some appraisers may have a legitimate reason for not attending. Legitimate requests to be excused from the meeting must be promptly sent in writing (preferably by e-mail to **325C&VGENERAL@VBA.VA.GOV** or FAX to (216) 522-2514, attn. Assistant Valuation Officers, Joe Print or Joe Major), and they will be evaluated on a case by case basis. Otherwise, failure to attend the conference will result in withholding of new appraisal assignments.
6. **WHAT IF THERE ARE QUESTIONS?** Any questions regarding this conference may be directed to the C&V staff by e-mail at **325 C&VGENERAL@ VBA.VA.GOV** or by telephone at (216) 522-3610, extension 3893 or 3974.

/s/

JAMES L. BRUBAKER, JR.
Loan Guaranty Officer