

August 24, 2004

C&V MEMO 04-03

To: Fee Appraisers, LAPP SARs

Subject: New Procedures for the Submission of E-Appraisal Reports

1. Please carefully review the attached VBA Circular 26-04-09. We have also attached a user guide for your convenience.
2. It is very important that you access the VA Portal website ASAP on August 30, 2004, or shortly thereafter and begin using E-Appraisals for appraisal submissions after this date. This procedure will become mandatory October 1, 2004.
3. Once you begin using this procedure, it will no longer be necessary to forward appraisal reports to either the lender or VA. However, the SAR (appraisal requestor) must be notified that the appraisal report has been transmitted to the VA Portal. Should you receive questions from a lender or SAR concerning this procedure, you may forward this C&V MEMO. This information will also be available on our website at <http://www.vba.va.gov/houstonrlc.htm>.
4. The circular and user guide are clear and easy to follow. If you have problems and need assistance, please call 1-888-232-2571, x-3117 and ask to be connected to the TAS Help Desk. We encourage you to begin ASAP on or immediately after August 30, 2004. Thanks.



Circular 26_04_09
New Procedur...



E-Appraisal User's
Guide Final...

WILLIAM D. NEWTON
Valuation Officer