

Wholesale Announcement

COMPLIANCE INSPECTIONS (1004D)

SIR AMC, our HVCC provider for appraisal orders has asked us to bring a few concerns to your attention regarding **COMPLIANCE INSPECTIONS** and the payment process to the appraisers:

- **ALL COMPLIANCE INSPECTION REPORTS 1004D are placed as a “NEW ORDER”**
- **THE 1004D APPRAISAL TYPE MUST BE SELECTED**
- The New Order must contain identical information as the original order and the data must be exact including correct contact, credit card information and property information.
- The order **MAY NOT** be placed through the “**COMMUNICATION SCREEN**” under any **circumstance** - the appraiser has been instructed to ignore any such requests
- Placing a “**NEW ORDER**” for **COMPLIANCE INSPECTION REPORTS (1004D)** insures that the responsible party incurs the correct charges on their credit card
- Failure to order the report properly means your order will not be processed
- All charges erroneously billed to McCue due to incorrect order processing will be forwarded and billed to the Broker for immediate payment
- **REMINDER:** The Credit Card Authorization form must be signed and dated by the person whose credit card is being charged for the appraisal and/or completion inspection

We would greatly appreciate your help in these matters. If you have any questions, please contact your Account Manager.

Thank you,
Frank Haran
First Executive Vice President