

Instructions for Appraisal Transfer Requests

Requests must be emailed to: Appraisaltransfers@Exceleratecapital.com

Appraisal Transfers	
Broker Appraisal Transfer Process	<p>In accordance with Excelerate Capital's compliance policies, the following steps must be followed when an appraisal transfer is being requested from a Lender, Broker, and/or Borrower:</p> <ol style="list-style-type: none">1. Using Excelerate Capital's "Appraisal Transfer Letter", complete all fields for the new Lender's Name/Address, Date, Borrower(s) Name, Property Address, and Appraisal Transaction ID/Loan#.2. Email your request to the Appraisal Transfer Dept (Appraisaltransfers@exceleratecapital.com) with the following:<ul style="list-style-type: none">• Appraisal Transfer Letter w/ the fields completed (Do not sign/date the form)• Appraisal Report (PDF format)• Appraisal Invoice• AMC Appraisal Compliance/AIR Certificate3. Appraisal transfer requests will be reviewed within 24-48 hours and is subject to change at any given time.4. A copy of the fully executed "Appraisal Transfer Letter" shall be emailed to the original requestor and uploaded to the imaging folder for that respective loan.



Castle Mortgage Corporation, d.b.a. Excelsior Capital
19800 MacArthur Blvd., Suite 500
Irvine, CA 92612
(844) 432-3685

APPRAISAL TRANSFER LETTER

Date: _____

Borrower(s): _____

Property Address: _____

Appraisal Transaction ID/Loan Number: _____

Castle Mortgage Corporation, d.b.a. Excelsior Capital (EC), hereby assigns all rights, interests, and title for the completed appraisal report on the property address noted above to the following Lender:

EC certifies that, to the best of its knowledge, the appraisal for the property address listed above was prepared in accordance with and meets all requirements of the Appraisal Independence Requirements (AIR), is USPAP compliant, and in compliance with the Truth in Lending regulations, and all applicable Federal, State and Local laws.

In addition, EC certifies, to the best of its knowledge, the appraisal management company (AMC), appraiser selection, ordering policy and process, and the appraiser, has complied with all AIR, Dodd Frank, FIRREA, and Consumer Protection Acts.

The Lender is solely and exclusively responsible for evaluation of all information within the appraisal and assumes all responsibility for any use of the appraisal.

Lender Representative (Signature)

Lender Representative (Print Name)

Lender Representative (Title)