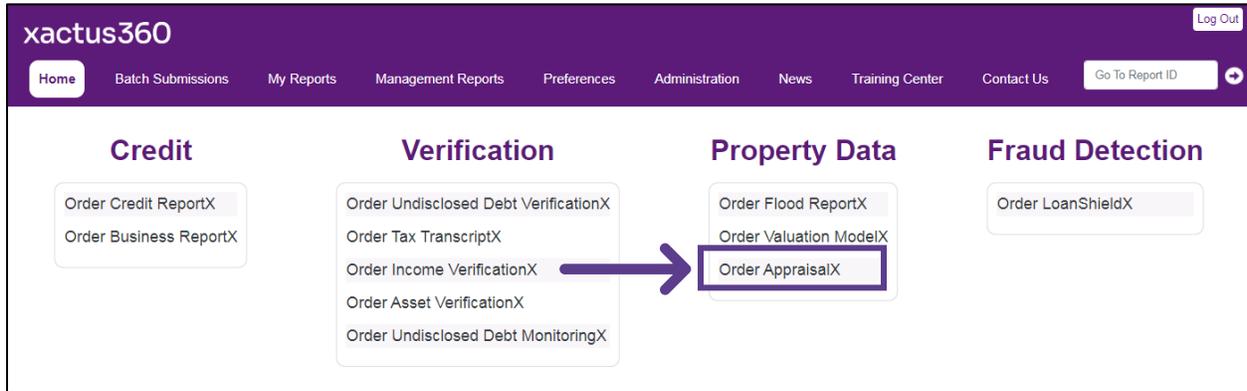
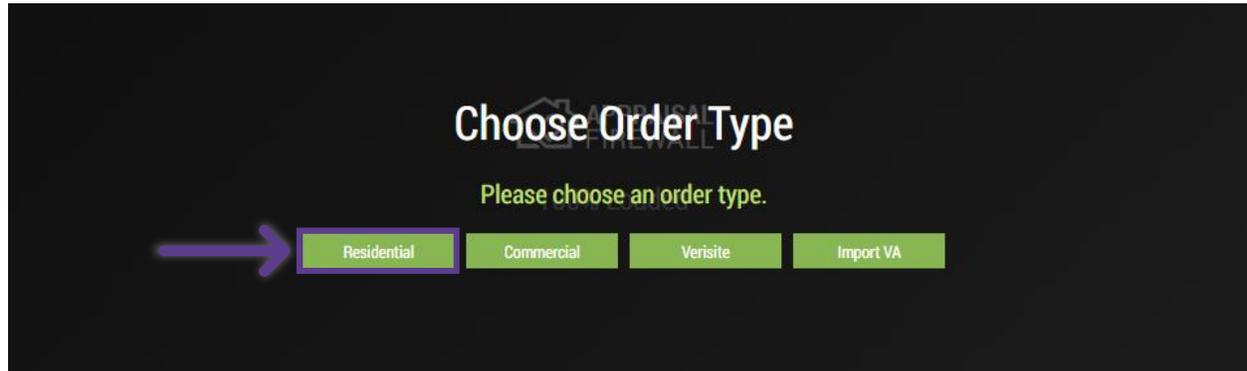


1. Start by logging into Xactus360 and from the home page, click Order AppraisalX.



2. Under 'Choose Order Type', select Residential.



3. Start by completing the LOAN section with the borrower's First and Last Name, Email Address, and Loan Type and Loan Purpose. A Co-Borrower can be added as well. If the Borrower is a Company, check the applicable box. Then, add as many details about the loan as you'd like. When a green checkmark appears at the upper right of the section, all required information has been input, and you can move onto the next portion.

4. The PROPERTY section will drop down to add the Address and Contact to Access Property. You also have the option to input any special selections or criteria that will help identify the property to the appraiser (waterfront, manufactured, oversized, acreage, rural, construction, condo co-op, non-owner occupied, and/or 2-4 unit), and add any additional property descriptions or instructions. When a green checkmark appears at the upper right of the section, all required information has been input.

5. Lastly, the ORDER section will drop down to select the type of appraisal product to order, identify any addendums, select the Date Required, enter any special instructions that the appraiser should know about, select any Special Requirements, and choose how you would like to pay for the appraisal. You can also add attachments here before placing your order. When a green checkmark appears at the upper right of the section, all required information has been input, you can select the Order button at the bottom of the screen.

ORDER

Appraisal Type*
1004 - URAR - Uniform Residential Appraisal Report

Date Required
07/15/2023

Addendums

- 1007 - Single Family Comparable Rent Schedule
- 1073A - Analysis of Annual Income and Expenses - Operating Budget
- 216 - Operating Income Statement
- MC - Market Condition Addendum

Special Requirements

- Certified Appraiser Required
- Manual Assignment

+ ADD ATTACHMENT Or Drag File(s) Here

Purchase Contract.pdf

Lender Fees (To Borrower)

- \$1 - Credit Rept Fee
- \$2 - Credit Rept Fee - Joint

Payment Method*
Bill Me

Order Cancel

PLEASE LET US KNOW IF YOU HAVE ANY QUESTIONS OR CONCERNS AND WE WILL BE HAPPY TO HELP.