

# Desktop Appraisal Process

1

Lender receives approval for desktop appraisal



2

Lender orders desktop appraisal from NAN



3

NAN orders Property Data Report and assigns order to Appraiser



4

NAN receives Property Data Report and shares with assigned Appraiser



5

Appraiser conducts analysis and develops opinion of value



6

Appraiser delivers final report to NAN for full QC



7

NAN delivers completed desktop appraisal to lender



## Additional Resources

DU release notes for- March 19, 2022, update  
URAR Hybrid and Desktop Appraisal Forms  
URAR Hybrid and Desktop Appraisal Forms — Overview

*Se Habla Español*

Questions?



DesktopQuestions@nan-amc.com



# Desktop Appraisal FAQs

What form will appraisers use to complete a desktop appraisal?

Appraisers must use Fannie Mae Form 1004 (Desktop) to complete desktop appraisals.

Does Certification 10 allow an appraiser to accept information about the transaction from someone with a financial interest?

Yes, provided the appraiser verifies the information through a disinterested source, such as aerial maps, assessor data, or virtual inspection technologies.

What is the difference between a floor plan and a sketch?

A floor plan shows interior walls to help assess the functional utility of the home; a sketch typically displays only exterior dimensions.

Can appraisers use a previously available floor plan?

Yes, if it is accurate and representative of the current state of the property.

Do homeowner-provided photos require verification?

Photos can be verified using MLS listings or with a live, virtual walkthrough with the homeowner. Photos that are taken during a live walkthrough with the homeowner are considered appraiser observation during a live event and do not require further verification.

What should the appraiser do if they cannot verify information?

If the appraiser does not have information to create a credible report, they should take the necessary steps to verify or obtain the information necessary for a credible report.

## Benefits

- Increases appraisal process flexibility and speed
- Alleviates appraiser capacity issues
- Reduces potential for appraiser bias

How will lenders know if a loan transaction is eligible for a desktop appraisal?

Desktop Underwriter® (DU®) will indicate when a loan casefile is eligible for a desktop appraisal. Ordering a desktop appraisal is optional; lenders can always opt to order a traditional appraisal if the borrower wants one or for other reasons.

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