

For Internal Use Only

ILS Advisory Group
7 Foster Street
Quincy, MA 02169
617-847-1750/617-770-2258 (FAX)

Date:

Set Up _____
Log In _____
Log Out _____
Invoice _____

COMMERCIAL EVALUATION ORDER FORM

Customer Name: _____ Phone: _____
Company Name: _____ Fax: _____
Address: _____ E Mail: _____

Type of Services Requested on the Following Property
Evaluation + Environmental + Business Credit + Flood Certification = Total Fee
\$ _____ \$150 \$50 \$50 \$ _____
(Refer to Matrix)

Type of Inspection: Drive By/Interior
Property Rights to Appraise: Fee Simple/Leased Fee

Borrower's Name: _____ Leg. Des. Or Tax ID: _____
Property Address: _____

Owner's Name: _____
Contact Name: _____
Contact #: _____
Mtg. Amt: _____

Sale Price/Est. Value: _____

Property Type: Industrial _____ Retail _____ Office _____ Mixed Commercial _____
Apartment _____ Mix Residential/Commercial _____ Other _____
Building Size _____ Land Area _____ Age _____ # of Bldgs _____
of Units/Tenants _____ % Occupied _____ Occupant _____
Comments: _____

Items To Be Included With Assignment If Applicable or Available

- Deed
- Pro Forma
- 3 Years Income & Expenses
- Leases/Rent Roll
- P&S
- Plans, Specs and Estimates

I understand that this evaluation is a Limited Summary Report, the use of which is to assist in a lending decision where no appraisal is required. I understand that it is "limited" since its valuation will not consider all approaches to value. I also understand that the scope is "limited" to a general inspection of the realty and real estate, a general study of the region, city and neighborhood, a cursory review of zoning, taxes and public records, a general highest and best analysis and a general collection, verification, analysis and reconciliation of all data. I further understand that although the value estimate provided will be reasonable in relationship with the type of property and function of the report, it will not be as reliable as a "complete" analysis/scope, is subject to change pending completion of a "complete" analysis/scope, and that its estimated value should be considered as a value range. Finally, I understand that it is a "summary" report, which means the level of detail will be abbreviated with additional information retained in the assignment work file. This information can be made available to the client, however, upon request of a self contained" report format.

By: _____
Signature Date

Thank You For Your Order