

Client Specific Instructions for Brokers Price Opinions (BPO's)

If you have completed a valuation (BPO or Appraisal) on this property within the last 6 months or the property is listed within your office, you CANNOT do this valuation.

Special Requirements for all Selene Finance LP BPO reports:

1. Interior BPO: If site is 5 acres or more, discuss whether subject is income producing or a working farm.
2. If subject is on well and/or septic, state if typical.
3. Condition – detailed comments if fair, poor or damaged condition.
4. Comparable GLA /GBA should be within 20% of the subject; if not add comment. If subject/comps have any living area below grade it should be reported as basement; if unable to determine please comment.
5. Suggested proximity guidelines: urban .5 mile; suburban 1 miles; rural 5 miles, if exceed in urban or suburban areas please provide a credible explanation.
6. If located in a PUD/ Condo: Describe common elements and recreational facilities.
7. **Comparables:** Each comparable should be in the subject neighborhood or in a competing neighborhood, within the Suggested Proximity Guidelines and should be dated within the last 6 months. If either is exceeded please discuss. Each comparable selected should be of a similar style and condition to that of the subject property. If unavailable, please ensure your comments detail your selection process. Please ensure that a distressed comparable is only used if distressed properties are the driving force in the market. The range of prices or adjusted range of prices should be within 20%, if exceeded please comment.
8. **Required photos:** Subject front, accessory buildings, special amenities and views, street scenes in both directions and all repair items. All photos should be correctly labeled. If possible, rear photo.
9. **Interior BPO Photos:** include every room in the home; i.e. bedrooms, bathrooms, kitchen, basement, and interior/exterior photos of all outbuildings. Also include a rear photo of the main structure.
10. **If accessory unit (in-law apt) the following commentary required: State if in-law is currently tenant occupied; legal and permissible; separately metered.**
 - Provide at minimum one closed comparable with similar feature, if none available commentary is required.
11. Minimum of two sales should be within 90 days of the effective date or comment if none available.

CONFIDENTIALITY AGREEMENT: By accepting assignments from AVM, you agree to consider all items (valuation documents, addenda, purchase and sales agreement etc.) received from AVM as confidential non-public information. In return you agree to keep these documents confidential and agree not to share with other parties outside of our transaction excepting those circumstances when your file may be requested by a state or federal judicial authority.