



APPRAISAL PROCEDURES

Dear Sir/Madame:

- In order to secure your appointment a deposit of US\$ 200, = for land under 1.000m² and US\$ 250.00 for land above 1.000m² and family homes is required. Deposit for villas, apartment buildings, family homes with extra apartment(s), commercial buildings land over 2.000m², deposit will be determined by the appraiser. **Quotes can be given but are to be considered an estimate only if plans are not available.**
- Banks require different information. Kindly advise which bank you intend to submit your financial request or if the appraisal is for personal use.
 - Bank/Financial Institution/Personal/ Insurance: _____
- Client must fill in appraisal order form with all required information as indicated on the form. And come to ICE office to make the deposit and get an inspection date. * Please keep in mind that it takes approx. 2 weeks for preparation and completion of the report after inspection is done.
- **Current Schriftelijke Inzage** excerpt from Kadaster office showing legal owner and or mortgages/ seizures on the parcel(s) of land to be appraised. If no Schriftelijke Inzage is delivered we will charge an extra of minimum US\$ 30.00 for the information from Kadaster per meetbrief.
- **Layout of apartment Index** At the Kadaster office has a digital layout of apartment complexes.
- **A copy of the meetbrief** (certificate of admeasurements) of the subject land/layout or plans of dwelling and commercial properties is required.
- For construction, **Building Permit Plans** of the house/buildings etc. For new buildings a short list of finishing to be built is required. * Please advise if the financial bank requires progress reports during construction.
- Client must come to the I.C.E. office on the day of inspection at the time of appointment. Existing property (building) needs to be inspected at the interior as well as the exterior.
- We kindly request to advise of an appraisal appointment cancellation or if you are running late.

Independent Consulting Engineers N.V.
January 2009

Please print name, date and sign

Saba & Statia Appraisals:

- ❖ Travel expenses are on account of the client.
- ❖ There is an extra deposit for travel expenses of US\$ 150.00.
- ❖ Client must pick up the appraiser at the airport or make arrangements therefore and must bring client to the next appointment or back to the airport.