



APPRAISAL PROCEDURES

Dear Sir/Madame:

- In order to secure your appointment a minimum deposit of US\$ 300, = is required. Deposit for villas, apartment buildings, family homes with extra apartment(s), commercial buildings and land over 2.000m², will be determined by the appraiser. **Quotes can be given but are to be considered an indication if plans are not available.**
- Banks require different information. Kindly advise which bank you intend to submit your financial request to or if the appraisal is for personal use.
 - Bank/Financial Institution/Personal/ Insurance:_____
- Client must fill out 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 (Title Search)** excerpt from Kadastre office showing legal owner and or mortgages/ seizures on the parcel(s) of land/condominium 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 the subject apartment, complex Nr. and index Nr.:** The Kadastre office has this information available.
- **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; if available the contractor's estimate with payment schedule.
- Client must come to the ICE 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 in time of an appraisal appointment cancellation or if you are running late.

Independent Consulting Engineers N.V.
May 2011

Please print name, date and sign

Saba & Statia Appraisals:

- ❖ Travel expenses are on account of the client.
- ❖ The deposit including travel expenses is US\$ 600.00.
- ❖ 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.