

## GUIDE TO DETERMINING NUMBER & TYPE OF APPRAISALS

Appraisal reporting may vary depending upon the appraisal problem's complexity and the amount of the take (including damages, if any). Thus, the following rules should be noted to assure federal participation in appraisal costs.

TYPE OF ACQUISITION	AGENCY REQUIRED TO OFFER RIGHT TO APPRAISAL	WAIVER VALUATION		TYPE OF APPRAISAL REPORT	
		WAIVER VALUATION <sup>1</sup> , W/BASIC DATA BOOK <sup>2</sup>	Value-Finding Report, W/BASIC DATA BOOK <sup>2</sup>	Short-Form Report, W/BASIC DATA BOOK <sup>2</sup>	Detailed Narrative Report <sup>3</sup> (SELF-CONTAINED)
<b><u>UNCOMPLICATED ACQUISITION</u></b>					
\$10,000 OR LESS	NO	Permitted; preparer may act as acquisition agent/negotiator	N/A	N/A	N/A
\$10,001 - \$25,000	YES	Permitted, when owner waives right to appraisal. preparer cannot act as acquisition agent/ negotiator	One permitted, when owner requires appraisal. Requires separate appraiser and acquisition agent/negotiator	One permitted, when owner requires appraisal. Requires separate appraiser and acquisition agent/negotiator	N/A
\$25,001 +	YES	NO	NO	One permitted when owner requires appraisal. Appraiser cannot act as acquisition	N/A
<b><u>COMPLEX ACQUISITION</u></b>					
\$10,000 OR LESS	YES	NO	NO	NO	Number of appraisal reports to be determined in Appraisal Scoping; report detail dependent upon complexity of problem
\$10,001 OR MORE	YES	NO	NO	NO	Number of appraisal reports to be determined in Appraisal Scoping; report detail dependent upon complexity of problem

**Legend**

1. Waiver Valuations will be prepared only in cases of very simple takings of land, temporary easements, low value improvements and/or a right of way requirement calling for construction easements, channel change easements, slope easements, etc. A Waiver Valuation is not an appraisal.
2. Some minor projects, because of their small size (e.g. those involving one or two uncomplicated acquisitions), may not warrant development of a Basic Data Book. In such cases, supporting market data and analysis is to be attached to the Waiver Valuation or uncomplicated appraisal report.
3. Two appraisals will generally be obtained when a complex acquisition involves the total take of a site, with improvements having substantial contributory; or when an appraisal problem is unusually complex, or there is a likelihood of litigation.