

Procedural Guidelines and Problem Resolution

These guidelines are designed to assist business partners on the LandSafe Appraisal Fee Panel by clarifying our procedures in order to standardize and expedite the appraisal process and to help you resolve other problems that may arise.

Acceptance of Assignment

- Notification of assignment acceptance is expected within 2 hours after the order is forwarded to the appraiser.
- Communication with LandSafe via AppraiserLinkSM (AppraiserLink.landsafe.com), telephone, fax or email should be made to the Customer Account Representative for notification.

Electronic Delivery Requirements

- Business partners will deliver the full complete appraisal document via electronic data transmission. This includes forms, addenda, sketch, maps, electronic signature, photos, etc.
- Business partners must have one of the software programs listed on the LandSafe EDI Compliance Process document to receive orders and download completed appraisals to LandSafe.
- Business partners must also have the Lighthouse and LandSafe Web Services in order to be able to successfully download completed appraisals to LandSafe.
- Business partners must be able to download successfully before any appraisal orders will be assigned.
- For more detailed information, see the attached LandSafe EDI Compliance Process document.