

AXIS How-To Order an Appraisal with AXIS Appraisal Management Solutions

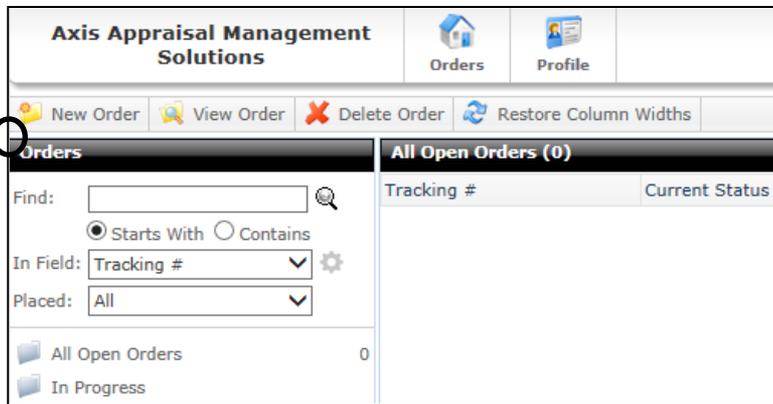
Step 1

Select Client Login and enter your username and password on the next page



Step 2

Select 'New Order'



Step 3

Complete Appraisal Order Form (Page 1 of 2)
ALL fields with * are required fields

Payment Method* Credit Card

First Name*

Last Name*

Street Address*

*

* (None Selected)

*

E-mail

Card Number*    

Exp. Month/Year* 01 / 2014

Step 4

Complete Appraisal Order Form (Page 2 of 2)
Payment Information
Select 'Finish'

Step 5

You will be prompted to upload documents [if available]
-
Purchase Contract, Preliminary Title Report, etc.

Need to Add Additional Information to your Order?

Back Send Message Attach Documents Other Actions Print

Appraisal Order Details Tracking #: 597356-13352957 History (19)

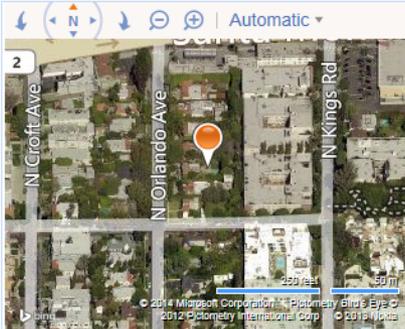
Borrower: [REDACTED]

Appraised Value: \$2000000

Order Date: 1/11/2013
Due Date: 1/22/2013
Fee: \$700
Payment Type: Credit Card
Estimated Value:
Loan Number: [REDACTED]
File Number:
FHA Case #: [Edit](#)
Other Ref #:
Vendor Name: Axis Appraisal Management Solutions
Assigned AE: Andrea Langner (888) 806-2947 alangner@axis-amc.com

Ordered By: [REDACTED]
Lender: [REDACTED]
Lender Address: [REDACTED]

Appraisal Date: 1/18/2013
Loan Type: Conventional
Loan Purpose: Refinance
Product: 1004 - URAR



Documents

Document Type	Date Uploaded
Completed Report (Current)	01/22/2013
Report PDF	
MISMO XML	
Order Documents	
Attached Invoice	01/21/2013
Compliance Cert	01/22/2013

History (19)

- Time: 1/22/2013 1:31 PM CDT
Event: Completed by Raymond Ferrer
- Time: 1/22/2013 1:31 PM CDT
Event: Document Uploaded by Raymond Ferrer
Type: Compliance Cert
File: ProvidedComplianceCert.pdf
- Time: 1/21/2013 6:29 PM CDT
Event: Document Uploaded by Axis Appraisal Management Solutions
Type: Attached Invoice
File: Invoice_10801943.pdf
Notes: Invoice attached for [REDACTED]
- Time: 1/21/2013 6:29 PM CDT
Event: Payment Processed by Axis Appraisal Management Solutions
Notes: Amount: 145
Card Holder Name: [REDACTED]
Card Holder Address: [REDACTED]
- Time: 1/21/2013 6:29 PM CDT
Event: Order Changed by Shirley Johnson
Actions: [View Changes](#)
- Time: 1/21/2013 6:28 PM CDT
Event: Document Deleted by Shirley Johnson
- Time: 1/21/2013 6:13 PM CDT
Event: Message by Andrea Langner
Notes: FEE NOTE: Per property criteria (post inspection), fee \$700.
- Time: 1/19/2013 12:08 PM CDT
Event: Inspection Complete by Andrea Langner

Provide new information or send a message about your order by selecting 'Send Message'

Attach Documents to an Order

View Order Updates in the History Section of the Order Details

Download your completed report in the Document Section of the Order Details

Need to Order a 1004D?

Select 'Other Actions' then 'Duplicate Order'

Please Note:
The order will populate all the same information as placing a new order – just remember to change that form type to 1004D

The screenshot shows the following details:

- Appraisal Order Details
- Tracking #: 597356-13352957
- History (19)
- Time: 1/22/2013 1:31 PM CDT
- Event: Completed by Raymond Ferrer
- Time: 1/22/2013 1:31 PM CDT
- Event: Document Uploaded by Raymond Ferrer
- Type: Compliance Cert
- File: ProvidedComplianceCert.pdf
- Time: 1/21/2013 6:29 PM CDT
- Event: Document Uploaded by Axis Appraisal Management Solutions
- Type: Attached Invoice
- File: Invoice_10801943.pdf

My Order is Placed – What's Next?

Once AXIS receives your order a member of our Order Support Team will ensure all information is consistent and complete. You will receive a 'Thank You' message through the system indicating the fee and estimated turnaround time for the order.

Your order is assigned to an AXIS Account Executive who will review the order and assign to a qualified Local Appraisal on the AXIS Panel.

You will receive e-mail notifications throughout the order process – including, but not limited to: scheduling progress, inspection date and order completion.

AXIS is the **National** Solution for **Local** Appraisals

888-806-AXIS (2947) | www.axis-amc.com