

SUBJECT PROPERTY ADDRESS FAQ

(revised 02/11/19)

Appraisal

Q. What if the appraisal does not match the prelim or the tax cert?

- A. Reference the appraisal address through USPS. The appraisal typically contains the mailing address and the appraiser will not be able to change it if it's different from the legal address. This is per their National Data Base that requires uniformity for reporting property addresses.
- If there is a unit number please make sure it's listed either in the address or the unit section.
 - Check complete address for spelling and verify the zip code.
 - Directional identifiers such as East or West and identifiers that contain Avenue, Street, Road etc.

Q. What if the appraisal has the incorrect APN number?

- A. The appraisal needs to match the APN number but if it's off by extra zeros at the end or an added letter, it should be fine. Please reference the Census tract information up against the Flood cert for certainty. Some appraisers will include a county identifier however this should be reference up against the tax cert.

Prelim/Commitment

Q. What if the address on the prelim is incorrect or does not match the appraisal?

- A. Verify the address up against the tax cert (if available) or plat map/survey. You can also contact the title officer for further clarification.
- The property's legal address is required to be entered in Byte because it's need for the loan documents.
 - Check complete address for spelling, county and directional identifiers. If there is a discrepancy in the city refer to the legal description.
 - Please NOTE: WET states do not insure property addresses only legal descriptions. You will need to reference the tax cert or a survey in this case.

CPL

Q. What if the CPL does not match?

- A. The CPL should always match the legal property address.
- Check the complete address for spelling, unit numbers and zip codes.

Hazard Insurance, Flood Cert and Wiring Instructions

- Property address must match the legal address.