

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client Name]

[Client Company Name]

[Client Address]

[City, State, Zip Code]

**Subject: Acknowledgment of Residential Appraisal Service Level Agreement (SLA)**

Dear [Client Name],

This letter serves as formal acknowledgment that I have received and reviewed the Service Level Agreement (SLA) regarding the residential appraisal services for the following property:

**Property Address:** [Insert Property Address Here]

I hereby confirm my acceptance of the terms, conditions, and performance standards outlined in the agreement, including but not limited to:

- The defined scope of work and reporting requirements.
- The agreed-upon turnaround time for delivery of the final appraisal report.
- The professional fee structure and payment terms.
- Compliance with USPAP (Uniform Standards of Professional Appraisal Practice) and local regulatory requirements.

I am committed to providing a high-quality, objective valuation and will notify you immediately should any circumstances arise that may impact the delivery schedule or the scope of the assignment.

Please contact me if you require any further information before I proceed with the site inspection.

Sincerely,

[Signature]

[Typed Name]

[License/Certification Number]

[Company Name]