

ieIMPACT UAD 3.6 Field Inspection Sheet

WALK-THROUGH EDITION

Fill this sheet as you walk. Start outside, end inside. Never flip backward.

Based on Fannie Mae / Freddie Mac Inspection Tips (Oct 2025)

HOW TO USE THIS SHEET

1. **CIRCLE** your answer from the options listed. Just draw a circle around the word.
2. **WRITE** on the blank lines. Abbreviations are fine.
3. **CHECK** the photo box after you take each required photo.
4. ★ = **NEW** in UAD 3.6. These did not exist in the old form. Do not skip them.

Example: Topography Flat · **Sloping** · Rolling · Rocky



ieimpact.com/UAD3.6

YOUR WALK-THROUGH PATH

- | | | |
|----|----------------------------------|--|
| 1 | Arrive / Drive Up | Street scene, access, first impressions from the car |
| 2 | Stand at the Curb | View, influences, front door elevation, structure overview |
| 3 | Walk the Exterior | Go clockwise: walls, foundation, roof, windows, solar, mitigation |
| 4 | Yard and Site | Topography, drainage, utilities, encumbrances, measure amenities |
| 5 | Outbuildings + Garage | Measure each: GBA, rooms, heating, utilities, vehicle storage |
| 6 | Enter — Main Level | Kitchen detail, flooring, ceiling height, main rooms |
| 7 | Upper Level(s) | Bedrooms, baths, ceiling heights, flooring per level |
| 8 | Below Grade | Finished/unfinished SF, access type, furnace location, mechanicals |
| 9 | ADU (if present) | Separate unit: own rooms, area, kitchen/bath detail |
| 10 | Final Walk-Through + Exit | Overall Q&C ratings, defect review, pre-departure checklist |

ieIMPACT HANDLES THESE — do NOT worry about them in the field

- Year built, zoning, APN, legal description, lot size — county records
- Flood zone, FEMA map — online lookup
- Native American lands, rights included, site owned in common — title report
- Building certifications (LEED, NGBS), efficiency ratings (HERS) — research
- MLS data, comps, market trends, prior sales — MLS + county records
- Project/HOA details, legal actions — questionnaire
- Cost approach, income approach, reconciliation — desktop analysis
- Certifications, scope of work, intended use — boilerplate

Manufactured Home = SEPARATE PAGE at the end. Only print if needed.

BEFORE YOU LEAVE: Use the checklist at the end of Step 10.

Address: _____ City: _____ St/ZIP: _____ Date: _____
 Appraiser: _____ File #: _____ Borrower: _____ Time In: _____ Out: _____
Property Type SFD · Townhouse · Condo · Co-op · 2-4 Unit · Manufactured · Has ADU
★ Dwelling Style Ranch · Split Level · Traditional · Contemporary · Colonial · Cape Cod · Bungalow · Victorian ·
 Craftsman · Other
★ Attachment Type Detached · Attached · Semi-Detached

STEP 1 ARRIVE / DRIVE UP

from your car

Before you get out: note the street, neighborhood, and what you see pulling up.

★ Primary Access Public Street · Private Street · Pedestrian Only · Waterway · Other
Street Type Local · Cul-de-sac · Alley · Collector · Rural · Other
Street Surface Asphalt · Concrete · Gravel · Dirt · Other
★ Private street maintenance agreement? Yes / No
★ Typical access for this market? Yes / No

PHOTOS: Street Scene

STEP 2 STAND AT THE CURB

looking at the property

What do you see from the street? View, influences, structure type, front door elevation.

★ View
★ Primary View Residential · Mountain · Water · Park · Golf · City Street · Commercial · Industrial · Other
★ View Range Full · Partial · Seasonal
★ View Impact on Value Adverse · Neutral · Beneficial
 ★ Other views: _____

★ Visible Influences

Site Influences (circle all) Body of Water · Busy Road · Airport · Commercial · Golf Course · Green Space · Industrial ·
 Power Lines · Railroad · Hillside · None · Other

★ Front Door Height Above Grade At Grade · <1 ft · 1-2 ft · 2-3 ft · 3-4 ft · 4-5 ft · 5-6 ft · 6+ ft

PHOTOS: Front of Property

STEP 3 WALK THE EXTERIOR

go clockwise around the dwelling

Start at the front, go right. Note materials and condition for each feature as you pass it.

Materials (circle one per feature)

Exterior Walls Brick · Vinyl · Wood · Aluminum · Stucco · Cement Board · Stone · Log · Other

Foundation Type Slab · Crawl Space · Basement · Post & Pier · Other

★ Foundation Material Poured Concrete · Block · Stone · Brick · Wood · Other

Roof Material Asphalt · Metal · Tile · Slate · Wood · Other

★ Condition Status (circle one per feature)

New in 3.6: each gets its own condition. "Damaged-Nonfunctional" is a red flag for reviewers.

Exterior Walls New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Foundation New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Roof New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Windows New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

★ Foundation accessible to observe? Yes / No

★ Estimated Roof Age < 1 yr · 1-10 yr · 10-20 yr · 20+ yr

★ Could you see/observe the roof? Yes / No

★ While Walking Around — look for these

★ Any converted areas? (garage/patio/porch turned into living space) Yes / No

★ If yes, finish quality vs. rest of home Inferior · Similar · Superior · N/A

★ Noncontinuous finished area SF (attached but not accessible from any unit): _____

★ Attic exists? (look for vents, access from outside) Yes / No

If attic Accessible · Not Accessible · Observed · Not Observed

★ ★ Disaster Mitigation (visible from outside)

★ Features Flood Vents · Impact Glass · Fortified Roof · Fire Resistant Walls · Fire Resistant Deck · Enclosed Soffits ·
 Storm Shutters · None · Other

★ ★ Renewable Energy (visible from outside)

★ Solar panels, wind turbine, or other renewable energy visible? Yes / No

★ Type Solar Panels · Wind Turbine · Geothermal · Other

★ Ownership (if known) Owned · Leased · PPA · Other

Any exterior defects? Yes / No

Feature	Location	Description	Structural? .Action	Cost \$
Foundation / Roof / Walls / Windows / Mech..			Y / N Repair / Inspect / Complete / N..	

Feature	Location	Description	Structural? . Action	Cost \$
Foundation / Roof / Walls / Windows / Mech..			Y / N Repair / Inspect / Complete / N..	

PHOTOS: Rear Left Side Right Side Foundation Roof (if visible) Solar/Energy Mitigation Features Exterior Defects

STEP 4 YARD AND SITE walk the property grounds

Topography, drainage, utilities, encumbrances. Measure every amenity (deck, patio, pool).

Topography Flat · Sloping · Rolling · Rocky · Other

Drainage Issues? None · Standing Water · Erosion · Improper Grading · Other

Utilities (circle Public or Private for each)

Electric Public · Private

Gas Public · Private · None

Water Public · Private: Well · Private: Cistern · Private: Other

Sewer Public · Private: Septic · Private: Cesspool · Private: Other

★ Broadband internet available at property? **Yes / No**

★ **Non-Residential Use**

★ Primarily residential? **Yes / No**

★ If mixed use, residential %: _____

★ **Non-residential use** None · Agricultural · Commercial · Industrial · Other

★ Any non-residential modifications? **Yes / No**

Encumbrances (look around the property lines)

Restrictions None · Age · Historic · Income · Land Use · Rental · Sale Price · Other

Easements None · Conservation · Drainage · Ingress/Egress · Utility · Other

Encroachments None · Building · Fence · Driveway · Overhang · Other

★ **Water Frontage (skip if no private water access)**

Water body name: _____ Type: _____ Frontage feet: _____

★ **Access Depth** Deep Water · Shallow Water · Non-Navigable

★ **Permanent Features** Dock · Pier · Boat Ramp · Boat Lift · Seawall · Beach · None · Other

★ Right to build on waterfront? **Yes / No**

★ **Amenities — count AND measure EACH!**

New in 3.6: report COUNT and MEASURED AREA (SF) for each amenity. Measure now while you are here!

Outdoor Fence · Irrigation · Outdoor Fireplace · Outdoor Kitchen · Sports Court · None

Outdoor Living Deck · Patio · Porch · Portico · Balcony · Gazebo · None

Water Features Inground Pool · Inground Spa · Outdoor Shower · Sauna · None

Amenity: _____ Count: _____ ★ Area SF: _____ Material: _____ Amenity: _____ Count: _____ ★ Area SF: _____

Amenity: _____ Count: _____ ★ Area SF: _____ Material: _____ Amenity: _____ Count: _____ ★ Area SF: _____

Any site defects? **Yes / No**

Feature	Location	Description	Structural? . Action	Cost \$
Foundation / Roof / Walls / Windows / Mech..			Y / N Repair / Inspect / Complete / N..	

PHOTOS: Yard/Landscaping Pool/Spa Deck/Patio Waterfront Non-Res Use Site Defects

STEP 5 OUTBUILDINGS + VEHICLE STORAGE walk to each structure

Measure GBA from exterior walls. Check heating, utilities, rooms inside each.

Vehicle Storage

Type Garage · Carport · Driveway · Open Lot · Parking Garage · None · Other

Attachment Attached · Built-In · Detached

Spaces: _____ Area SF: _____ Surface: _____ Defects? Y / N: _____

★ **Outbuildings**

Measure each from outside walls. Note rooms (BR, bath, kitchen), heating, and which utilities are connected.

#1 Type: _____ ★ GBA SF: _____ ★ Finished SF: _____ ★ Unfinished SF: _____ ★ Rooms: _____ ★ Utilities: _____

#1 Heating? **Yes · No**

#2 Type: _____ ★ GBA SF: _____ ★ Finished SF: _____ ★ Unfinished SF: _____ ★ Rooms: _____ ★ Utilities: _____

#2 Heating? **Yes · No**

PHOTOS: Garage/Carport Each Outbuilding Ext Each Outbuilding Int Defects

STEP 6 ENTER THE HOME — MAIN LEVEL front door → main living area

As you walk in: note occupancy, then go room by room on this level.

Occupancy Owner · Tenant · Vacant

Levels in unit: _____ Bedrooms (total): _____ Full Baths (total): _____ Half Baths (total): _____ ★ Floor # (condo): _____ ★ Corner? _____

Interior Quality Q1 · Q2 · Q3 · Q4 · Q5 · Q6

Interior Condition C1 · C2 · C3 · C4 · C5 · C6

★ **Kitchen — record for EACH kitchen!**

#1 most-missed new field. Record update + time frame + condition for every kitchen.

Kitchen 1 — Level: _____

Update Fully Updated · Partially Updated · Not Updated**Time Frame** < 1 yr · 1-5 yr · 5-10 yr · 10+ yr**Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Kitchen 2 — Level: _____

Update Fully Updated · Partially Updated · Not Updated**Time Frame** < 1 yr · 1-5 yr · 5-10 yr · 10+ yr**Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional**★ Flooring (this level)****★ Types (circle all)** Hardwood · Carpet · Ceramic · Laminate · Vinyl · LVP · Engineered Wood · Marble · Concrete · Other**★ Flooring Update** Fully · Significantly · Moderately · Not Updated**★ Flooring Condition** New/Like New · Typical Wear · Damaged-Functional · No Finish**★ Ceiling (this level)****★ Ceiling Height** < 7 ft · 7 ft · 8 ft · 9 ft · 10+ ft · 2+ Stories**★ Ceiling Style** Flat · Cathedral · Vaulted · Tray · Coffered · Beams · Other**★ Walls/Ceiling Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional**Whole Home Features (note while walking through)****Whole Home** Fireplace · Elevator · Fire Suppression · EV Charging · Multi-Zone HVAC · Security · Generator · Smart Home · None**★ Accessibility Features****Features** Grab Bars · Ramps · Wide Doorways · Low Counters · Lever Handles · Roll-In Shower · Elevator · Other · None**PHOTOS:** Kitchen(s) Living/Family Dining Main Level Rooms**STEP 7 UPPER LEVEL(S)**

go upstairs

*Same process: rooms, ceiling height, flooring, baths. Skip if single-story.***★ Bathrooms — record EACH bathroom***Most homes have 2-4 bathrooms. Record detail for each.*

Bath 1 — Location/Level: _____

Bath 1 Type Full · 3/4 · Half**Bath 1 Update** Fully · Significantly · Moderately · Not Updated**Bath 1 Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Bath 2 — Location/Level: _____

Bath 2 Type Full · 3/4 · Half**Bath 2 Update** Fully · Significantly · Moderately · Not Updated**Bath 2 Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Bath 3 — Location/Level: _____

Bath 3 Type Full · 3/4 · Half**Bath 3 Update** Fully · Significantly · Moderately · Not Updated**Bath 3 Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional

Bath 4 — Location/Level: _____

Bath 4 Type Full · 3/4 · Half**Bath 4 Update** Fully · Significantly · Moderately · Not Updated**Bath 4 Condition** New/Like New · Typical Wear · Damaged-Functional · Damaged-Nonfunctional**★ Bedrooms — record EACH bedroom***Most homes have 2-6 bedrooms. Note level, ceiling height, flooring for each.*

BR 1 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

BR 2 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

BR 3 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

BR 4 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

BR 5 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

BR 6 Level: _____ ★ Ceiling Ht: _____ ★ Flooring: _____ Notes: _____

Upper Level Detail

Level	★ Ceiling Ht	★ Flooring	Fin SF	Unfin SF	Rooms on this level
Level	★ Ceiling Ht	★ Flooring	Fin SF	Unfin SF	Rooms on this level

Level	★ Ceiling Ht	★ Flooring	Fin SF	Unfin SF	Rooms on this level
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PHOTOS: All Bedrooms All Baths Upper Level Rooms Updates/Renovations**STEP 8 BELOW GRADE**

go to basement / lower level

Finished vs. unfinished, access type, furnace location, mechanicals. Skip if slab.

Area

Finished Below Grade SF: _____ Finished BG (non-standard) SF: _____ Unfinished BG SF: _____

- ★ **BG Finish vs. Above Grade** Inferior · Similar · Superior
- ★ **Grade Level** Partially Below · Fully Below
- ★ **Access** Interior Only · Exterior Only · Both
- ★ **Exterior Access Type** Walk Out · Walk Up · Cellar Door · Other
- ★ **Ceiling Height** < 7 ft · 7 ft · 8 ft · 9 ft · 10+ ft

Rooms on this level: _____

Mechanicals (check while you are down here)

- Heating System** Forced Air · Baseboard · Radiant · Mini Split · Stove · None · Other
- Fuel** Gas · Electric · Oil · Propane · Solar · Wood · Other
- Cooling** Central · Individual · None · Other
- ★ Is the furnace / core heating system down here (below grade)? **Yes / No**
- ★ **Other Systems (circle all)** Water Heater · Sump Pump · Radon Mitigation · Water Treatment · Other

Any below-grade defects? **Yes / No**

Feature	Location	Description	Structural? Y / N	Action Repair / Inspect / Complete / N..	Cost \$
Foundation / Roof / Walls / Windows / Mech..					

PHOTOS: BG Finished BG Unfinished Mechanicals BG Defects

STEP 9 ★ ADU

if present — skip if no ADU

ADU needs its own area measurements, kitchen/bath detail, and access info.

- ★ ADU on the property? **Yes / No**
- ★ **Location** In Dwelling · In Outbuilding
- ★ **Access** Interior Only · Exterior Only · Both
- ★ Legally rentable? **Yes / No**
- ★ Typical for this market? **Yes / No**
- ★ Separate postal address? **Yes / No**

Bedrooms: _____ Full Baths: _____ Half Baths: _____ Finished SF: _____ Unfinished SF: _____ Level: _____

- ★ **ADU Kitchen Update** Fully · Partially · Not Updated
- ★ **ADU Bath Update** Fully · Significantly · Moderately · Not Updated

PHOTOS: ADU Exterior ADU Interior ADU Kitchen ADU Bath

STEP 10 FINAL WALK-THROUGH + EXIT

you have seen everything

Now assign overall ratings. Review your notes. Check the list below before you drive away.

Overall Ratings (now that you have seen the whole property)

- Exterior Quality** Q1 · Q2 · Q3 · Q4 · Q5 · Q6
- Exterior Condition** C1 · C2 · C3 · C4 · C5 · C6
- Overall Quality** Q1 · Q2 · Q3 · Q4 · Q5 · Q6
- Overall Condition** C1 · C2 · C3 · C4 · C5 · C6

Area Summary (verify these match your sketch)

Finished Above Grade (std) SF: _____ Finished AG (non-std) SF: _____ Unfinished AG SF: _____

★ GBA Finished All Units incl ADU: _____ Measurement Std: _____

★ Functional Issues

Issues None · Floor Plan · Ceiling Height · Overimprovement · Underimprovement · Non-Conformity · Other

Sketch + Notes

Quick sketch dimensions / measurement notes:

STEP BEFORE YOU LEAVE — check each box

- | | |
|--|---|
| <input type="checkbox"/> ★ Front door height above grade | <input type="checkbox"/> ★ Amenity counts AND areas measured |
| <input type="checkbox"/> ★ Roof age estimate | <input type="checkbox"/> ★ Disaster mitigation features |
| <input type="checkbox"/> ★ Converted areas noted | <input type="checkbox"/> ★ Renewable energy noted |
| <input type="checkbox"/> ★ Kitchen update + timeframe + condition (EACH kitchen) | <input type="checkbox"/> ★ Broadband internet noted |
| <input type="checkbox"/> ★ Each bathroom: type + update + condition | <input type="checkbox"/> ★ ADU details complete (if present) |
| <input type="checkbox"/> ★ Each bedroom: level + ceiling ht + flooring | <input type="checkbox"/> ★ Outbuilding GBA + rooms + utilities (if present) |
| <input type="checkbox"/> ★ Flooring types + update status | <input type="checkbox"/> ★ Furnace location (above or below grade) |
| <input type="checkbox"/> ★ Ceiling height per level | <input type="checkbox"/> All levels measured — SF matches sketch |

★ Per-component condition (walls / fdn / roof / windows)

★ View + range + impact

★ Non-residential use checked

All required photos taken

All defects documented + photographed

BR / BA counts confirmed

Notes for ieIMPACT desktop team:

Appraiser Initials

Date

Time In / Time Out

STEP * MANUFACTURED HOME

use ONLY if the property is manufactured

Separate optional page. Attach to main sheet if applicable.

Address: _____ Date: _____ File #: _____

General

Manufacturer Name: _____

★ Year Installed: _____

★ Year estimated? **Yes / No**★ **Width** Single-Wide · Multi-Wide★ Attached to permanent foundation? **Yes / No**★ Towing hitch, wheels, axles removed? **Yes / No**★ Moved since original installation? **Yes / No****Skirting**★ Skirting present? **Yes / No**★ **Material** Brick · Concrete Block · Vinyl · Metal · Cement Board · Other**Modifications / Additions**★ Any modifications or additions? **Yes / No**★ **Type (circle all)** Garage · Deck · Porch · Living Area · Sunroom · Carport · Other

★ Description: _____

★ HUD Data Plate — MUST PHOTOGRAPH★ HUD Data Plate attached and visible? **Yes / No**

★ Date of Manufacture: _____ ★ Serial Number: _____

★ **Wind Zone** Zone I · Zone II · Zone III★ **Thermal Zone** Zone 1 · Zone 2 · Zone 3★ **Roof Load Zone** North · Middle · South**★ HUD Certification Labels — MUST PHOTOGRAPH EACH**★ Label present on ALL sections? **Yes / No**

★ Label Number(s): _____

★ Financing Program Certification★ **Program** Fannie Mae MH Advantage · Freddie Mac CHOICEHome · Other · None

★ Certification ID: _____

Invoice (if new / recently purchased)★ Purchased from retailer? **Yes / No**

★ Retailer Name: _____

★ Retailer invoice reviewed? **Yes / No**★ Manufacturer invoice reviewed? **Yes / No**★ Invoices appear reasonable? **Yes / No**

★ If not reasonable, explain: _____

PHOTOS: HUD Data Plate HUD Cert Labels Cert Program Label Skirting Foundation Modifications Front Rear

Manufactured Home Notes:
