



Memo

Date: December 16, 2024
To: Pastors, principals, business managers and Chancery employees
From: Holly Orsagh, director of financial services, Office of Finance
Re: Property appraisal process

In an effort to ensure all of our insurable property values are adequately covered by Catholic Mutual Group in the event of a loss, the archdiocese has retained Specialty Property Appraisals LLC to conduct an archdiocese-wide inventory and valuation of all buildings.

The appraisal process requires a representative from Specialty Property Appraisals to visit each site and perform an inspection of the properties. The appraiser will be taking measurements and pictures, as well as capturing key information on all buildings.

The appraisal will be conducted over the next few months. The appraiser will contact each location to select a mutually agreeable schedule in advance. This will allow everyone to plan for this site visit appropriately with knowledgeable guides and escorts for all buildings and structures covered under the Catholic Mutual Group Insurance Policy. The appraisal company will also follow up in a week before the scheduled visit via email or phone call as a reminder. Your attention and follow-up for this critical component to the appraisal results is greatly appreciated.

The appraiser will need access to all buildings under insurance coverage and those that “*should*” be covered. This is essential for the process to yield its intended purpose. If for some reason plans must change, please communicate directly with the appraiser or me.

Each appraiser will present credentials from Specialty Property Appraisals LLC and a copy of this letter. Upon their arrival, please confirm the appraisers are the ones expected and communicated with in advance of any visit.

Thank you in advance for your patience, assistance and attention to this process. Please contact me if you have any questions at 404-920-7906 or horsagh@archatl.com.