



Truth-in-Housing Uniform Code of Ethics

1. The evaluator will not discriminate on any basis in providing services and establishing fees.
2. The evaluator, while acting as such, will not operate under the use of alcohol, drugs or narcotics, even if prescribed by a physician, which may impair his/her judgment or performance as an evaluator.
3. The evaluator will not knowingly re-evaluate any premises for which a previous evaluation remains in force. However, if since a prior inspection, conditions have changed or repairs have been made of items noted, or were not accessible, or when instructed to do so by the administrative authority, in such inspection the evaluator who made the prior inspection may re-evaluate the premises.
4. The evaluator will be responsible at all times to execute his/her duties with due care and in good faith, in compliance with the laws and regulation of the City of Hopkins, in compliance with the City of Hopkins Evaluator Guidelines, as issued by the city, and with the evaluator's Code of Ethics. Failure of the evaluator to comply with the law and the City of Hopkins direction through the Evaluator Guidelines shall constitute an infraction of the Code of Ethics.
5. The evaluator, while acting as such, will not engage in conduct that in any way is in violation of any law or ordinance, or is in contravention of good order and decorum.
6. The evaluator will respond to all complaints received regarding his/her evaluation in a timely manner.
7. The evaluator will not knowingly submit or prepare for a homeowner, an evaluation that contains false or misleading statements. All evaluations made shall be completed upon the forms supplied by the City of Hopkins, and shall be submitted to the duly appointed recipient and custodian of such completed forms.
8. Failure of the evaluator to respond to the requests, written or oral, of the City of Hopkins shall constitute an infraction of the Code of Ethics.
9. The evaluator will not evaluate properties in which he/she or his/her immediate family has an interest. For purposes of this provision, immediate family shall mean parents, children, spouse and siblings. Immediate family shall further mean those persons living together in a dwelling comprising a single household unit.
10. The evaluator will not engage in business practices with any person in the real estate field when such practice could be construed to collusion.
11. The evaluator, while acting as such, will not endorse specific materials or firms. He/she will not appraise the value, or estimate the costs of repairs or services for properties he/she is evaluating. The evaluator will not make any repairs or additions to a property he/she has evaluated, during the time period the evaluation he/she conducted is valid.
12. The evaluator, while acting as such, will not solicit the property for sale, nor suggest services of specific agencies or agents.

A VIOLATION OF ANY OF THESE GUIDELINES, HEREIN KNOWN AS THE "CODE OF ETHICS FOR TRUTH-IN-HOUSING OF HOUSING EVALUATORS" AND ADOPTED BY THE HOPKINS CITY COUNCIL, MAY RESULT IN DISCIPLINARY ACTION AGAINST THE EVALUATOR WHICH MAY INCLUDE SUSPENSION OR REVOCATION OF AN EVALUATOR'S CERTIFICATE, OR DENIAL OF A RENEWAL OF SUCH CERTIFICATE.

I, the undersigned, have read and do understand the Code of Ethics for the Truth-in-Housing of Housing Evaluators. By my signature I agree to comply with all condition stated in this, or any future adopted, Code of Ethics. I understand the penalties that may apply if I do not comply with this Code of Ethics.

Name of Evaluator _____

X Signature _____ **Date** _____