

CITY/TOWN OF _____

RESIDENTIAL REVIEW APPLICATION

The following information is important for your informal review. Please fill out the property information below to the best of your ability, and add comparable assessments and/or recent sales you feel support your case on the back of this sheet. All information provided will be considered by the reviewer and becomes the property of the Assessor's Office.

SECTION I

The following information relates to the subject property and can be obtained from the Property Inventory books or from public information available on the Internet.

Please Print

1. **SECTION, BLOCK & LOT NUMBER** _____
2. **PROPERTY TYPE (one family, two family, etc.)** _____
3. **PROPERTY ADDRESS** _____
4. **NAME OF PROPERTY OWNER** _____
6. **NEW PRELIMINARY ASSESSMENT** _____
7. **REQUESTED ASSESSMENT** _____
8. **WHY?** _____
9. **PROPERTY DESCRIPTION:**
 - A. **STYLE OF HOUSE** _____ (COLONIAL, OLD STYLE, RANCH, ETC.)
 - B. **NUMBER OF RESIDENTIAL UNITS** _____
 - C. **BUILDING SQUARE FOOTAGE** _____
 - D. **YEAR BUILT** _____
 - E. **PRIOR SALES INFORMATION** **SALE PRICE** _____ **SALE DATE** _____
10. **INVENTORY CORRECTIONS**

If any information provided by the Assessor regarding your property appears to be incorrect, or there are needed repairs to the property, please provide support for the change. This can be achieved by providing the following information:

- » Property Survey
- » Photographs of the Property
- » Copy of the sales contract or recent appraisal
- » Any additional information to support your claim

CITY/TOWN OF _____

COMMERCIAL REVIEW APPLICATION

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SECTION I

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Please Print

1. SECTION, BLOCK & LOT NUMBER _____
2. PROPERTY TYPE _____
3. PROPERTY ADDRESS _____
4. NAME OF PROPERTY OWNER _____
6. NEW PRELIMINARY ASSESSMENT _____
7. REQUESTED ASSESSMENT _____
8. WHY? _____
9. PROPERTY DESCRIPTION:
 - A. PROPERTY USE _____ YEAR BUILT _____
 - B. ACTUAL RENTABLE AREA _____
 - C. BUILDING SQUARE FOOTAGE _____ (exterior dimenlons)
 - D. IMPROVEMENTS SINCE PURCHASE _____
 - E. PENDING PERMITS ___yes___ no SIZE _____ COST _____
 - F. PRIOR SALES INFORMATION SALE PRICE _____ SALE DATE _____
10. INVENTORY CORRECTIONS

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- Any additional information to support your claim

CITY/TOWN OF _____

VACANT LAND REVIEW APPLICATION

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SECTION I

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Please Print

1. SECTION, BLOCK & LOT NUMBER _____
2. PROPERTY ADDRESS _____
3. NAME AND PHONE # OF PROPERTY OWNER _____
4. NEW PRELIMINARY ASSESSMENT _____
5. REQUESTED ASSESSMENT _____
6. WHY? _____
7. PROPERTY SIZE (frontage) _____ (depth) _____ (acreage) _____
8. CURRENT ZONING: _____
9. SALES INFORMATION: Purchase Price _____ Purchase Date _____
10. RE-ZONING PETITION PENDING: _____ yes _____ no

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- Photographs of the Property
- Copy of the sales contract or recent appraisal
- Any additional information to support your claim