

Dear Taxpayer:

**In accordance with Chapter 59, Section 61A, the Board of Assessors request that you complete the enclosed property verification form so that the property record card may be reviewed for any inaccuracies that may affect the value.**

HOUSE STYLE: \_\_\_\_\_ E.G. CAPE-RANCH-COLONIAL AGE OF HOUSE: \_\_\_\_\_

NUMBER OF STORIES: \_\_\_\_\_ NUMBER OF LIVING UNITS: \_\_\_\_\_

EXTERIOR: WOOD: \_\_\_\_ BRICK: \_\_\_\_ STONE: \_\_\_\_ VINYL: \_\_\_\_ ALUMINUM: \_\_\_\_

HAS THE PROPERTY BEEN REMODELED IN THE LAST THREE (3) YEARS? \_\_\_\_\_ IF YES, PLEASE BRIEFLY DESCRIBE:

\_\_\_\_\_  
\_\_\_\_\_

TOTAL NUMBER OF ROOMS: (DO NOT INCLUDE BATHROOMS OR BASEMENT ROOMS) \_\_\_\_\_

BATHROOMS FULL: \_\_\_\_\_ HALF: \_\_\_\_\_ BEDROOMS: \_\_\_\_\_

DOES THE PROPERTY HAVE A BASEMENT: \_\_\_\_\_ YES \_\_\_\_\_ NO PERCENTAGE FINISHED: \_\_\_\_\_%

IS THE FINISH COMPARABLE TO THE FIRST FLOOR? \_\_\_\_\_ YES \_\_\_\_\_ NO

IS THERE A WALK IN ATTIC? \_\_\_\_\_ IF YES, IS ANY OF THE ATTIC FINISHED LIVING SPACE? \_\_\_\_\_ YES \_\_\_\_\_ NO

PERCENT (%) FINISHED \_\_\_\_\_% NUMBER OF FIREPLACES: \_\_\_\_\_ NUMBER OF OPENINGS: \_\_\_\_\_

HEAT: TYPE: \_\_\_\_\_ FUEL: \_\_\_\_\_ CENTRAL AIR: \_\_\_\_\_ YES \_\_\_\_\_ NO

GARAGE: ATTACHED \_\_\_\_\_ DETACHED \_\_\_\_\_ UNDER \_\_\_\_\_ SIZE \_\_\_\_\_ CARPORT: \_\_\_\_\_ SIZE: \_\_\_\_\_

SHED \_\_\_\_\_ SIZE \_\_\_\_\_ DECK \_\_\_\_\_ SIZE \_\_\_\_\_ BARN \_\_\_\_\_ SIZE \_\_\_\_\_

BREEZEWAY \_\_\_\_\_ SIZE \_\_\_\_\_ PORCH: ENCLOSED \_\_\_\_\_ SIZE \_\_\_\_\_ SCREENED \_\_\_\_\_ SIZE \_\_\_\_\_

OPEN \_\_\_\_\_ SIZE \_\_\_\_\_ POOL: INGROUND \_\_\_\_\_ SIZE \_\_\_\_\_ ABOVE GROUND \_\_\_\_\_ SIZE \_\_\_\_\_

DOES YOUR LOT HAVE ANY FACTORS WHICH YOU FEEL AFFECT ITS VALUE? \_\_\_\_\_

\_\_\_\_\_

DATE OF PURCHASE: \_\_\_\_\_ SALE PRICE: \_\_\_\_\_

AT THE TIME OF PURCHASE DID ANY OF THE FOLLOWING APPLY?

	YES	NO
BOUGHT FROM A RELATIVE	_____	_____
PROPERTY ON MARKET FOR MORE THAN 9 (NINE) MONTHS	_____	_____
PROPERTY <u>NOT</u> ON MULTIPLE LISTING SERVICE	_____	_____
SELLER TOOK BACK A MORTGAGE	_____	_____
PURCHASED AT AUCTION OR FROM A FINANCIAL INSTITUTE	_____	_____
SPECIAL CIRCUMSTANCES AFFECTING THE SALE PRICE-APPROVED SHORT SALE	_____	_____

IF YES TO ANY OF THE ABOVE PLEASE EXPLAIN BELOW:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

OVERVALUATION CLAIMS ARE BASED ON 1 OF 3 REASONS

MARKET SALE ACTIVITY IN THE APPLICABLE CALENDAR YEAR, ASSESSED VALUES OF SIMILAR PROPERTIES IN NEIGHBORHOOD OR INACCURATE DATE DESCRIBING PROPERTY.

UPON FILING EITHER (OR BOTH) CLAIM(S) THREE (3) PROPERTIES OF COMPARISON SHOULD BE SUBMITTED

**MARKET SALES-COMPARABLE PROPERTIES January 1, 2015 through December 31, 2015**

	1ST SALE	2ND SALE	3RD SALE
BUYER			
SELLER			
LOCATION			
PARCEL ID			
SALE PRICE			
SALE DATE			
BOOK/PAGE			
STYLE			
LIVING AREA			

**ASSESSED VALUES-COMPARABLE PROPERTIES**

	PROPERTY #1	PROPERTY #2	PROPERTY #3
OWNER			
LOCATION			
PARCEL ID			
ASSESSED VALUE			
STYLE			
LIVING AREA			

Was there a professional appraisal on this property during 2015? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, Appraiser's estimate of value \$ \_\_\_\_\_ Date of Value \_\_\_\_\_

Purpose of Appraisal \_\_\_\_\_

**If submitting the appraised value as your opinion of value; the appraiser's opinion page and comparable sales must accompany this application.**