REQUEST FOR REVIEW OF PROPERTY ASSESSMENT FOR 2018 VILLAGE OF GREENDALE
(For an accurate review of your assessment, it is essential that this questionnaire be completed fully.)

Property Key Number: ____________________________________________________________
Address: ________________________________________________________________________
Request Made By ____________________________________ Owner__________ Other ________
If other than owner please attach owner’s authorization for request.

Assessed Valuation

Section 1
In your opinion, what was the fair market value of the property as of January 1, 2018?
________________

Section 2
When and how was the property acquired? Month Year ____________________________________

Purchased _______ Trade * _______ Gift/ Inheritance * _______ Other * _______
(*Describe)
If purchased, what was the total purchase price? __________________________________________

Section 3
Have you or a tenant of yours improved, remodeled, added to, or changed the property since acquiring it? Yes _______ No _______

Describe Changes:

When were the changes made? ______________________________________________________
Cost of changes? ___________________________
Does this figure include the value of all labor, including your own, if any? Yes /No _____________
Section 4
Have you listed the property for sale, within the last two years? Yes/ No ________________
(If yes, please provide a copy of listing sheet.)
If so, when and how long was the property listed? ______________________________________
With whom? (Please give Agents and Firm) _____________________________________________
What was the asking price? __________________________________________________________
What offers were received? $ $ __________________________________________________________________

Section 5
Has an appraisal been made of the property within the last two years? Yes/ No ________________
(If yes, please attach copy)
If so, when and for what purposes? ______________________________________________________
What was the appraisal value? __________________________________________________________________

Section 6
Are there any specific items you wish to call to the appraiser’s attention during (his/her) inspection of this property?
____________________________________________________________________________________

Is part or all of the property currently leased or rented? Yes/No ______________________________
(If yes, please provide a copy of your current rent roll and copies of your Income & Expense Statements for the past 3 years.)

Section 7
Request for Review to the above assessment is made for the following reason:
____________________________________________________________________________________
I wish to request a review of the property assessment listed above:
Signature: Date: Day Phone # ___________________________________________________________
email:                                                                                           **                                                                                         **
WHAT HAPPENS NEXT?
After completing this form please mail it to our office or send via email. An appraiser from our staff may contact you for additional information and/or an appointment to make a physical inspection of your property may be requested. This information/inspection enables the appraiser to gather the necessary data to facilitate the review. Upon completion of the inspection and reviewing information received a detailed review of your assessed valuation will be conducted. After this process is completed you will then be notified as to the results of your review.
A sincere effort will be made to ensure that your assessment will be fair and equitable for the coming year. Your cooperation and patience in this matter is much appreciated.

For office use only:
Date received: Review Date: By:
Comments:
OWNER NOTIFIED