

# **INFORMAL RESIDENTIAL REVIEW FORM**

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 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 your tax bill, the Preliminary Assessment Notice or the Monroe County Property Portal link here.

### **Please Print**

1. **PARCEL ID # 262000** \_\_\_\_\_  
(Sample ID # 111.11-1-1)
2. **PROPERTY TYPE (one family, two family, etc.)** \_\_\_\_\_
3. **PROPERTY ADDRESS** \_\_\_\_\_
4. **PROPERTY OWNER NAME(S)** \_\_\_\_\_
5. **PHONE #** \_\_\_\_\_
6. **CURRENT ASSESSMENT** \_\_\_\_\_
7. **OWNER ESTIMATE OF MARKET VALUE** \_\_\_\_\_
8. **PROPERTY DESCRIPTION:**
  - A. **STYLE OF HOUSE** \_\_\_\_\_ (COLONIAL, OLD STYLE, RANCH, ETC.)
  - B. **BUILDING SQUARE FOOTAGE** \_\_\_\_\_
  - C. **YEAR BUILT** \_\_\_\_\_
  - D. **SALES INFORMATION** SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_
9. **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**
  - **Inspection of subject property-interior and/or exterior**
10. **REPRESENTATIVE NAME (If any)** \_\_\_\_\_

**OWNER SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

## Assessment Review – Comparison Form

Information on Property Inventory can be found at [www.monroecounty.gov/etc/rp/](http://www.monroecounty.gov/etc/rp/)

Property Owner(s):	Date:
Mailing Address:	
Phone Number:	Owner Estimate of Market Value:
	Preliminary 2018 Assessment:

	Your Property	Sale #1	Sale #2	Sale #3
Property Parcel ID#				
Property Address				
Lot Size				
Style (Ranch, Colonial, Cape, etc.)				
Year Built				
Updates/Condition				
# of Bedrooms				
# of Bathrooms (Full/Half)	/	/	/	/
Total Sq Ft Living Area				
# of Fireplaces				
Garage/Carport				
Deck/Porch/Patio/Pool				
Date of Sale				
Sale Price				
Sale Price per Sq Ft				
Assessment per Sq Ft		N/A	N/A	N/A

Additional Information: