

TOWN OF POLAND

COMMERICAL 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

1. Section, block & lot number _____
2. Property type (one family, two family, etc.) _____
3. Property address _____
4. Name of property owner _____
5. New preliminary Assessment _____
6. Requested Assessment _____
7. Why? _____
8. Property Description:
 - A. Property use _____ Year Built _____
 - B. Building square footage _____ Actual Rentable area _____
 - C. Improvements since purchase _____
 - D. Pending Permits ___ Yes ___ No Size _____ Cost _____
 - E. Prior sales information: Sale Date _____ Sale Price _____

9. Inventory corrections:

If any information provided by the Assessor's Office 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 property
- Copy of sales contract or recent appraisal
- Any additional information to support your claim

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SECTION II

A. LIST FOUR COMPARABLE PROPERTIES (RECENT SALES OR ASSESSMENTS)

1. Location _____ SBL _____
Sale Price _____ Sale Date _____
Square footage _____ Style _____
Condition _____ Additional features _____
Comments on sales comparison:

2. Location _____ SBL _____
Sale Price _____ Sale Date _____
Square footage _____ Style _____
Condition _____ Additional features _____
Comments on sales comparison:

3. Location _____ SBL _____
Sale Price _____ Sale Date _____
Square footage _____ Style _____
Condition _____ Additional features _____
Comments on sales comparison:

4. Location _____ SBL _____
Sale Price _____ Sale Date _____
Square footage _____ Style _____
Condition _____ Additional features _____
Comments on sales comparison:

Based on the above properties, I believe the estimated full market value for the subject property is _____.

I certify that all statements made on this application are true and correct to the best of my knowledge and belief.

Signature of Owner

Date