

COMMERCIAL REVIEW APPLICATION 2010

SECTION I

1. NAME OF PROPERTY OWNER _____
2. PROPERTY LOCATION _____
3. TELEPHONE NUMBER (home) _____ (away) _____
4. SECTION, BLOCK & LOT NUMBER _____
5. MAILING ADDRESS _____
6. TENTATIVE ASSESSMENT _____
7. REQUESTED ASSESSMENT _____
8. TYPE OF PROPERTY _____

SECTION II

1. SALES INFORMATION – Purchase Price _____ Date _____
2. PRPOERTY USE _____
3. SQUARE FOOTAGE OF BUILDING (Exterior Dimensions) _____
4. ACTUAL RENTABLE AREA _____
5. LIST ANY IMPROVEMENTS MADE TO YOUR PROPERTY SINCE PURCHASE:

6. PENDING PERMITS: yes () no () size _____ cost _____

SECTION III REQUIRED INFORMATION

1. A RECENT PHOTOGRAPH OF YOUR PROPERTY
2. A SURVEY OF YOUR PROPERTY (If square footage discrepancy)
3. A COPY OF THE BUILDING ORDER (If constructed in the last 4 years)
4. A COPY OF YOUR SALES CONTRACT (If purchased in the last 5 years)
5. A COPY OF ANY APPRAISAL DONE ON YOUR PROPERTY (within the last 5 years)
6. A SUMMARY OF LEASE INFORMATION (WHICH INCLUDES WHO PAYS UTILITIES)
7. A LIST OF TENANTS AND RESPECTIVE RENTS
8. A COPY OF INCOME AND EXPENSE INFORMATION
9. PHOTOGRAPHS OF THE FOUR COMPARABLE PROPERTIES
10. RETAIN A COPY OF ALL SUBMITTED MATERIALS FOR YOUR RECORDS

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SECTION IV VALUE CONCLUSION

The four properties selected were the most recent sales and are the best indicators of the market value of the subject property. Based on the sales of the four comparable, I believe that the estimated FULL MARKET VALUE for the subject property as of March 1, 2010 is _____.

The property which sold that is most comparable to 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 or representative

Date



Picture Of Subject Property

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COMPARABLE SALES ONE

Location: _____

Section, Block & Lot Number: _____

Sale Price: _____

Sale Date: _____

Use: _____

Square Footage: _____

Condition: _____

Additional Features: _____

Comments On Sales Comparison: _____

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COMPARABLE SALES TWO

Location: _____

Section, Block & Lot Number: _____

Sale Price: _____

Sale Date: _____

Use: _____

Square Footage: _____

Condition: _____

Additional Features: _____

Comments On Sales Comparison: _____

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COMPARABLE SALES THREE

Location: _____

Section, Block & Lot Number: _____

Sale Price: _____

Sale Date: _____

Use: _____

Square Footage: _____

Condition: _____

Additional Features: _____

Comments On Sales Comparison: _____

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COMPARABLE SALES FOUR

Location: _____

Section, Block & Lot Number: _____

Sale Price: _____

Sale Date: _____

Use: _____

Square Footage: _____

Condition: _____

Additional Features: _____

Comments On Sales Comparison: _____
