

CITY OF BATAVIA

RESIDENTIAL REVIEW APPLICATION 2026

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

The following information relates to the subject property and can be obtained from the Property Inventory books or from public information available on the Internet.

Please Print

1. SECTION, BLOCK & LOT NUMBER _____
2. PROPERTY TYPE (one family, two family, etc.) _____
3. PROPERTY ADDRESS _____
4. NAME AND PHONE # OF PROPERTY OWNER _____
5. NEW PRELIMINARY ASSESSMENT _____
6. REQUESTED ASSESSMENT _____
7. WHY? _____
8. PROPERTY DESCRIPTION:
 - A. STYLE OF HOUSE _____ (COLONIAL, OLD STYLE, RANCH, ETC.)
 - B. NUMBER OF RESIDENTIAL UNITS _____
 - C. BUILDING SQUARE FOOTAGE _____
 - D. YEAR BUILT _____
 - E. PRIOR 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:

- Market Analysis prepared by a Realtor MUST INCLUDE INTERIOR PHOTOS
- Exterior and interior photographs of the Property
- Copy of the sales contract or recent appraisal
- Any additional information to support your claim about market value

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SECTION II

Subject property address & town: _____

Please keep in mind that you need to use the same building style, similar sq ft, year built & location, with the emphasis on recent sales. **ONLY 2026 Assessments Can Be Used**

LIST FOUR COMPARABLE PROPERTIES (recent sales or assessments)

Sale 1. Location _____ S.B.L. _____
Sale Price _____ Sale Date _____
2026 Assessed Value _____
Square Footage _____ Style _____
Condition _____ Additional Features _____
Comments on Sales Comparison _____

Sale 2. Location _____ S.B.L. _____
Sale Price _____ Sale Date _____
2026 Assessed Value _____
Square Footage _____ Style _____
Condition _____ Additional Features _____
Comments on Sales Comparison _____

Sale 3. Location _____ S.B.L. _____
Sale Price _____ Sale Date _____
2026 Assessed Value _____
Square Footage _____ Style _____
Condition _____ Additional Features _____
Comments on Sales Comparison _____

Sale 4. Location _____ S.B.L. _____
Sale Price _____ Sale Date _____
2026 Assessed Value _____
Square Footage _____ Style _____
Condition _____ Additional Features _____
Comments on Sales Comparison _____

Based on the sale of the above properties, I believe that 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