

RESIDENTIAL REVIEW APPLICATION 2024

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 or in the Clerk's Office

Please Print

**1. SECTION, BLOCK & LOT
NUMBER** _____

2. PROPERTY TYPE (one family, two family, etc.) _____

3. PROPERTY ADDRESS & Town _____

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, or assessed value request. This can be achieved by providing the following information:

Market Analysis prepared by a Realtor that **must include recent interior photos of all rooms.**

Interior photographs of the Property

Copy of the sales contract or recent appraisal **to include interior photos.**

Any additional information to support your claim

WHEN COMPLETED PLEASE SUBMIT TO: review2024@townofbatavia.com

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SECTION II

Please Print

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.

A. LIST FOUR COMPARABLE PROPERTIES (recent sales or 2024 NEW ASSESSMENTS)

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

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

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

Sale 4. Location S.B.L. _____
Sale Price Sale Date _____
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: _____

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