



PROPERTY QUESTIONNAIRE
FOR RESIDENTIAL PROPERTY TAX APPEALS
Information for an appeal for Tax Year: _____

THIS QUESTIONNAIRE IS ESSENTIAL IN HELPING US PREPARE YOUR APPEAL CASE - PLEASE COMPLETE AND RETURN

Legal Property Owner(s): _____
Corporate/Business Entity Name (if applicable): _____
Contact Person's Name: _____ Email Address: _____
Property Address: _____ City: _____ St: _____ Zip: _____
County: _____ Parcel No.: _____
Mailing Address: _____ City: _____ St: _____ Zip: _____
Home Phone: _____ Mobile Phone: _____
Office Phone: _____ Fax: _____

- Have you filed an assessment appeal within the last four years? (Y / N) When? _____
• Has your property been appraised within the last five years? (Y / N) If yes, at what appraised value? \$ _____
Date of Appraisal: _____ Please Provide Copy If Available
• Has your property been purchased / sold within the past five years? (Y / N) If yes, at what value? \$ _____
Date _____ Please Provide Closing Document If Available
• Is the property currently listed for sale? (Y / N) If yes, what is the List Price: \$ _____
• GA MLS Listing # _____ FMLS Listing # _____
• Type of residential property? Detached Single Family, Condominium, Duplex, Townhome, Other _____
• Exterior construction type? Brick _____ Stucco _____ Frame _____ Hardi-Plank _____ Cedar _____ Block _____ Other _____
• Interior Floors? Hardwood _____ Carpet _____ Vinyl _____ Tile _____ Marble _____ Other _____
• Countertops? Granite _____ Corian _____ Silestone _____ Laminated _____ Other _____
• What is the overall condition of property? Poor _____ Fair _____ Average _____ Good _____ Excellent _____ Other _____
• Comments: _____
• What is the size of the lot/land? _____ In ground pool?: (Y / N) _____
• Have you made any improvements to the property that have required a building permit? _____
• Any recent storm or hail damage to property or hail damage? (Y / N) _____
• Fallen trees/uprooted trees? (Y / N) _____ Roof damage? (Y / N) _____ Siding damage? (Y / N) _____
• Do you reside at the property? (Y / N) _____ If not, is it rented? (Y / N) _____ Monthly rent? \$ _____
• If rental property, please provide us with complete income and expense information for the previous year.
• Finished square footage is defined by the tax assessor's office as air conditioned and heated space, having a minimum of 8 foot finished ceilings, and having finished walls and flooring. The Tax Assessor always measures square footage by using outside (exterior) dimensions.
• What is the approximate square footage of:
finished basement area, if any? _____ unfinished basement area, if any? _____
finished attic area, if any? _____ unfinished attic area, if any? _____
• What is the approximate square footage of your property excluding basement and attic areas? _____
• Are there any topography or flood plain issues associated with your property? (Y / N) If yes, please specify: _____

If you have any pictures showing problems with the property, or if you can take pictures showing and/or emphasizing negatives characteristics of your property, please share them with us (via mail or email) at your earliest convenience. If you need additional Property Questionnaires, please visit our website at www.equitaxusa.com and look for the tab entitled Property Tax Questionnaires.

We will research all sales and assessment values on comparable properties to ensure uniformity of your value. You can help us by sharing any information that you feel will help us win your appeal and reduce your property taxes. Please provide us with any comments or pictures you want us to consider (i.e. deferred maintenance, topography issues, flood plain issues, traffic patterns, easements, stucco exteriors, noise levels, etc.). If you need additional space, please use as many additional sheets as you wish. Also, you are welcome to email any comments, information or pictures to us at support@equitaxusa.com. Thank you.