



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, Hardy-Plank, Cedar, Block, Other:
- Interior Floors (list all) : Hardwood, Carpet, Vinyl, Tile, Marble, Other :
- Countertops (list all) 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? (Y/N)

- Any recent storm or hail damage to property or hail damage? (Y / N) **Damage:**
- 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.