

ORANGE COUNTY VALUATION INPUT & REVIEW FORM

IF YOU HAVE QUESTIONS ABOUT THIS FORM SEE "INSTRUCTIONS FOR COMPLETING VALUATION FORM"

Based on the data submitted herein, I request to have the valuation of the following property reviewed:

SECTION 1: Ownership

Owner's Name: _____ Parcel ID Number: _____

Property Address: _____

Daytime Phone: _____

SECTION 2

Do you have information about your property that the Tax Office may not have that would affect its value? For instance, is the parcel a non-perking or non-buildable lot? If yes, please explain below and attach proper documentation from the appropriate jurisdiction, In this case you do not need to complete the remainder of the form, simply attach documentation, sign below and return to the address at the bottom of this form.

SECTION 3: What is the nature of your input and/or review request?

SECTION 4: OPINION OF VALUE

The state law requires that we appraise property at its true market value. What do you feel this property is worth on the market today? \$ _____ Upon what do you base your opinion:

	Amount	Date
_____ Judgment Only	_____	_____
_____ Comparable Sale	_____	_____
_____ Asking Price	_____	_____
_____ Realtor: _____		
_____ How long on Market: _____		
_____ Offered Price	_____	_____
_____ Appraisal	_____	_____

Appraiser's Name: _____

SECTION 5: Market & Cost Data (Complete this section if property acquired in the last 6 to 12 months.)

Date Acquired _____
 Land Only _____ Land & Building _____ Size of Land _____
 Sale Price \$ _____
 Open Market Sale _____ Family Transfer _____ Other _____
 Price Included _____
 Personal Property _____

	Description	Date Completed	Amount
_____	Acquired Property As Is	_____	_____
_____	Demolition	_____	_____
_____	Erected New Building	_____	_____
_____	Addition	_____	_____
_____	Remodeled	_____	_____
_____	Other	_____	_____
	Total Investment	_____	_____

SECTION 6: Comparables (List Buyer, Seller or Property Address for comparable properties)

ADDRESS OR NAME	SALE DATE	PRICE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Owner's Signature: _____ Date: _____

Once you have completed both pages of this form, you have two options:

Option 1: If you would like this completed form to serve as your review, and you do not need an appointment with an appraiser please sign and mail the form along with any documentation to:
 (You will be contacted in writing regarding the results of the review.)

Orange County Revaluation Team
 Valuation Input and Review
 PO Box 8181
 Hillsborough, NC 27278

Option 2: If you would like to schedule a time when you can come to Hillsborough to meet with an appraiser to further discuss this information, please call (919) 245-2100 to schedule an appointment.

Instructions for Completing Valuation Review Form

Section 1 – Please print your name, address, phone number and parcel number (Tract to assist the Assessor's Office in identifying your property.

Section 2 – This section should be completed only if you can provide proper documentation from the appropriate jurisdiction to verify that your property value should be reduced because it is either a non-buildable lot or a lot that will not pass a septic soil analysis test for a sewage disposal system.

Section 3 – Explain the concerns you have about the value of your property. Indicate why you believe the valuation you received does not represent the true market value. The more information you can provide and the more thorough and specific the explanation, the better we will be able to determine if we can make an adjustment in the value.

Section 4 – Indicate what you believe the true market value (the value the property would sell-for on the open market) should be and what you base your opinion on. If you know of any comparable sales, or have a fee or bank appraisal, etc., please complete the blanks for the information requested and attach any appraisals. (Please include the full appraisal.)

Section 5 - Complete this section if you acquired the property within the last six (6) to twelve (12) months. Indicate whether the sale was for vacant land or land and building, the sale amount, type of sale, and description of property, etc.

Section 6 - Complete this section if you know of any properties comparable to your property that have recently sold.

Please mail this completed form with all necessary documentation to the address at the bottom of the Valuation Input and Review Form or you may bring the completed form with documentation to our office on the second floor of the Gateway Center, 228 South Churton in Hillsborough. If you have any questions or need assistance completing this form, call the Assessor's Office at 245-2100.