**AR20** **Nassau County, New York • Assessment Review Commission** **2017-18**

Response to request for information in support of application for correction of assessment

*Refer to Instructions for Definitions*

**ECONOMIC UNIT IDENTIFICATION:**

List all separately-assessed tax parcels on the same or adjacent blocks that constitute an economic unit; list in numerical order:

###### Parcel number (section, block, lot, lot suffix) house # and street or description from unit to unit

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

###### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

**Economic Unit No. \_\_\_\_\_\_\_\_\_\_**\_ 🞎If ARC schedule does *not* agree with above list

**ARC Information Due Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_ **Conference requested**:  Yes  No

Taxpayer-applicant’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Form:  Individual  Limited liability company  Partnership  Trust  Publicly-traded corporation  Other corporation

Relation to property:  Owner of record  Lessee of entire property  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property owners (if taxpayer is not sole owner) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REQUESTED ASSESSMENTS (for discussion purposes only):**

|  |  |  |  |
| --- | --- | --- | --- |
| Roll Year | Assessed value | Requested assessment | Requested reduction |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

##### CONTACT INFORMATION:

Firm name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nassau County No. \_\_\_\_\_\_\_\_

Attention \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### PROPERTY INFORMATION:

Year acquired \_\_\_\_\_\_\_\_\_\_\_\_ Price $\_\_\_\_\_\_\_\_\_\_\_\_ Was this an arms-length sale**?**  Yes  No Year built \_\_\_\_\_\_\_\_\_\_\_

Is property offered for sale or under contract**?**  Yes  No Price $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has any construction or alteration been started or completed in past 3 years**?**  Yes  No. Cost as of Jan. 2 $\_\_\_\_\_\_\_\_\_\_\_

Has the rentable floor area been expanded by building up or out, or by converting mechanical or common areas**?**  Yes  No

Is part of the property rented or offered for rent (other than to the applicant or related individuals or businesses)**?**   Yes  No

Approximate number of tenants: Retail \_\_\_\_\_\_\_ Office \_\_\_\_\_\_\_\_\_ Industrial \_\_\_\_\_\_\_ Apts. \_\_\_\_\_\_\_\_\_ Other \_\_\_\_\_\_\_\_\_

Is any commercial space leased for a term of a year or more**?**  Yes  No. Number of new leases in past 3 years \_\_\_\_\_\_\_

Is the property used by the taxpayer’s family or business**?**  All  None  Part: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe use by taxpayer, including any trade names \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is there a plan of correction of: Environmental contamination**?**  Yes  No. Structural defects or code violations**?**  Yes  No

Has new or additional mortgage debt been placed on the property during the past three years**?**  Yes  No If yes, specify:

 Total debt $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term (months) \_\_\_\_\_\_\_\_\_\_\_ Rate \_\_\_\_\_\_\_\_\_\_\_%

Other facts \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LIST OF ATTACHMENTS (check off and describe attached documents):**

 1. 🗋 Authorization to file application for correction for current year

 2. 🗋 Answers to *Property Information* questions (if not answered above or via *AROW*)

 3. 🗋 Floor area and use breakdown for entirely owner-occupied or vacant property

 4. 🗋 Rent roll (commercial property) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 5. 🗋 Lease abstracts (commercial tenants) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 6. 🗋 Lease abstract (applicant-lessee) Lease term \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 7. 🗋 Rent roll (apartments) Year \_\_\_\_\_\_\_\_\_\_\_

 8. 🗋 ETPA Annual Registration Summary Year \_\_\_\_\_\_\_\_\_\_\_

 9. 🗋 Coop/condo prospectus, last amendment Amendment # \_\_\_\_\_\_\_\_\_\_\_\_

10. 🗋 Coop/condo sponsor rent roll Year \_\_\_\_\_\_\_\_\_\_\_

11. 🗋 Financial statements (coop/condo) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

12. 🗋 Financial statements (rental property) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. 🗋 Financial statements (business use) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

14. 🗋 Gross receipts (store, theater, restaurant) Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

15. 🗋 Gallons of gasoline sold Period covered \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

16. 🗋 Construction costs and permit application Start & end dates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

17. 🗋 Plan for major repairs or environmental cleanup Start & end dates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

18. 🗋 Mortgage note Date \_\_\_\_\_\_\_\_\_\_\_\_\_

19. 🗋 Sales: Sale 1 date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sale 2 date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 a. 🗋 Contract of sale 🗋 Contract of sale

 b. 🗋 Closing statement 🗋 Closing statement 🗋 Listing agreement

20. 🗋 Note of Issue 21. 🗋 Substitution of Attorney 22. 🗋 Stipulation of Discontinuance

23. 🗋 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

24. 🗋 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prior submission to  ARC or  County Attorney date \_\_\_\_\_\_\_\_\_\_\_\_ for period \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_