

## 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 listARC Information Due Date \_\_\_\_\_ Conference requested: ☐ Yes ☐ No

Taxpayer-applicant's name \_\_\_\_\_

Form: ☐ Individual ☐ Limited liability company ☐ Partnership ☐ Trust ☐ Publicly-traded corporation ☐ Other corporationRelation 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 ☐ NoIs 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 \_\_\_\_\_

**AR20 (page 2)**      Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ (first lot only)

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 \_\_\_\_\_