

**TOWN OF AMHERST**  
**ASSESSMENT REVIEW APPLICATION COMMERCIAL**

The following information is important for your assessment review. Please fill out the property information (Section 1) to the best of your ability, and add recent comparable property sales (Section 2) you feel support your case. **YOU MUST ALSO ATTACH THE COMMERCIAL PROPERTY SAMPLE I&E.** All information provided will be considered by the reviewer and becomes property of the Town of Amherst Assessor's Office

**SECTION 1**

The following information relates to the subject property and can be obtained from the owner's knowledge of the property, the Property Inventory Books, or from public information on the internet

**Please Print**

1. SECTION, BLOCK & LOT (SBL) NUMBER \_\_\_\_\_
2. PROPERTY TYPE/USE \_\_\_\_\_
3. PROPERTY ADDRESS \_\_\_\_\_
4. NAME & PHONE NUMBER OF PROPERTY OWNER \_\_\_\_\_
5. CURRENT ASSESSMENT \$ \_\_\_\_\_
6. REQUESTED ASSESSMENT \$ \_\_\_\_\_
7. REASON (S) REQUESTING REDUCED ASSESSMENT \_\_\_\_\_

\_\_\_\_\_  
(ATTACH ANY ADDITIONAL INFORMATION)

8. PROPERTY DESCRIPTION
    - A. IF MULTI-FAMILY/MULTI TENANT, NUMBER OF ACTUAL UNITS \_\_\_\_\_
    - B. BUILDING SQUARE FOOTAGE \_\_\_\_\_ YEAR BUILT \_\_\_\_\_
    - C. ACTUAL RENTABLE AREA \_\_\_\_\_
    - D. IMPROVEMENTS SINCE PURCHASE/LAST THREE YEARS \_\_\_\_\_
  - \_\_\_\_\_  
E. PRIOR SALES INFORMATION SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_
  - F. LAND SIZE FRONTAGE \_\_\_\_\_ DEPTH \_\_\_\_\_ / ACRES \_\_\_\_\_
  9. INVENTORY CORRECTIONS-IS THERE INFORMATION ON YOUR PROPERTY RECORD THAT DIFFERS FROM WHAT ACTUALLY IS ON YOUR PROPERTY -attach list
  10. Photographs of property/Property Survey
  11. If for sale , a copy of a recent Real Estate Sales listings on the property
  12. Recent appraisal of the property done in last 3 years
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**SECTION 2**

**LIST 4 COMPARABLE PROPERTIES THAT HAVE SOLD RECENTLY IN YOUR AREA**

1. ADDRESS \_\_\_\_\_ SBL # \_\_\_\_\_  
SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_  
YEAR BUILT \_\_\_\_\_ STYLE \_\_\_\_\_ SFLA \_\_\_\_\_  
LAND SIZE \_\_\_\_\_ PUBLIC OR PRIVATE SEWER \_\_\_\_\_  
ANY COMMENTS ON COMPARABLE \_\_\_\_\_

USE ADDITIONAL PAGES IF NEEDED

2. ADDRESS \_\_\_\_\_ SBL # \_\_\_\_\_  
SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_  
YEAR BUILT \_\_\_\_\_ STYLE \_\_\_\_\_ SFLA \_\_\_\_\_  
LAND SIZE \_\_\_\_\_ PUBLIC OR PRIVATE SEWER \_\_\_\_\_  
ANY COMMENTS ON COMPARABLE \_\_\_\_\_

USE ADDITIONAL PAGES IF NEEDED

3. ADDRESS \_\_\_\_\_ SBL # \_\_\_\_\_  
SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_  
YEAR BUILT \_\_\_\_\_ STYLE \_\_\_\_\_ SFLA \_\_\_\_\_  
LAND SIZE \_\_\_\_\_ PUBLIC OR PRIVATE SEWER \_\_\_\_\_  
ANY COMMENTS ON COMPARABLE \_\_\_\_\_

USE ADDITIONAL PAGES IF NEEDED

4. ADDRESS \_\_\_\_\_ SBL # \_\_\_\_\_  
SALE PRICE \_\_\_\_\_ SALE DATE \_\_\_\_\_  
YEAR BUILT \_\_\_\_\_ STYLE \_\_\_\_\_ SFLA \_\_\_\_\_  
LAND SIZE \_\_\_\_\_ PUBLIC OR PRIVATE SEWER \_\_\_\_\_  
ANY COMMENTS ON COMPARABLE \_\_\_\_\_

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Based on the sale of the above properties, I believe that the ESTIMATED FULL MARKET VALUE FOR THE SUBJECT PROPERTY as of March 1<sup>st</sup> is \$ \_\_\_\_\_

I certify that all statements made on this application are true and correct to the best of my knowledge and belief: Signed \_\_\_\_\_ Date \_\_\_\_\_