

City of Green Bay – Request For Review Form | 2022

Please complete and return this form to the Assessor’s Office. An opinion of value **must be** provided. Upon receipt of this form, an appraiser from our office will call and set up an appointment to view the subject property. A full inspection is required for a Request for Review. Upon completion of the inspection, a review of your assessment will be conducted and you will be notified by mail as to the results of your review.

| | |
|---|----------|
| Please state your opinion of value as of January 1, 2022 | \$ _____ |
|---|----------|

Please explain why you feel your opinion of value is correct: (Saying that the property taxes are too high is not a valid answer)

| | |
|--------------------------------|-------------------------------|
| <i>Parcel Number</i> | <i>Property Address</i> |
| <i>Property Owner Name (s)</i> | <i>Property Owner Address</i> |

Current Assessed Value

| | | |
|-------------|---------------------|--------------|
| <i>Land</i> | <i>Improvements</i> | <i>Total</i> |
|-------------|---------------------|--------------|

Sale Data

| | |
|---|---|
| <i>Purchase Date</i> | <i>Purchase Price</i> |
| <i>Financing Type</i> Conventional () Assumption () Cash () Other () | <i>Buyer Relation to Seller</i> |
| <i>Items of Personal Property included in sale?</i> | <i>Any unusual circumstances regarding the sale? (purchased from bank, foreclosure, short sale, etc.)</i> |

Improvements and Changes

Have you improved, remodeled, added to, or changed the property since acquiring? (Please list)

What were the costs of any changes?

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Comparable Assessment Data

List 3 Comparable Properties, within the City of Green Bay, as well as their Assessed Values:

**If you have an appraisal, do not use comparables already mentioned in your appraisal*

**Assessment data can be found at greenbaywi.gov/151/assessor*

| | | | |
|---------------------|-----------------------|--------------------------|--------------|
| <i>Address</i> | <i>Land Value</i> | <i>Improvement Value</i> | <i>Total</i> |
| <i>Building Use</i> | <i>Square Footage</i> | <i>Year Built</i> | |

| | | | |
|---------------------|-----------------------|--------------------------|--------------|
| <i>Address</i> | <i>Land Value</i> | <i>Improvement Value</i> | <i>Total</i> |
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| | | | |
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| <i>Building Use</i> | <i>Square Footage</i> | <i>Year Built</i> | |

| | | |
|---|------------|--------------|
| If applicable, Listing for Sale or Lease of Subject Property (last 3 years) | Date _____ | Amount _____ |
| If applicable, Recent Appraisal (last 3 years) - Please Provide a Copy | Date _____ | Amount _____ |

Please provide the following additional information

- Income & Expense Statements for the last 3 years (expenses must be itemized)
- Current Tenant List & Rent Roll

Signed _____ Date _____ Phone _____
(owner)

Email _____

Mail or deliver to:

**Office of the City Assessor
 Re: Request for Review
 100 N Jefferson Street, Rm 102
 Green Bay, WI 54301-5026**