

**Charlton Assessing Department
Information Requisition
Vacant Land Property**

Parcel ID	Assessed Owner
Property location	Assessed value
Contact name	Contact phone#
Mailing address	

General Information

This information requisition form is issued pursuant to the authority of the Assessors under M.G.H.L. Ch.59, Section 61A. Complete this form and return it to the Charlton Board of Assessors, Municipal office Building, 37 Main Street, Charlton, MA 01507. If tax bills were mailed on or before December 31st the deadline for filing an abatement application is Feb. 1st.

Complete this form by providing all information requested. Type or print clearly with a ball point pen.

Part one – Grounds for complaint

A. Overvaluation (The assessment exceeds the full and fair cash value of the property).

1. Indicate the assessed value of the property _____
2. Indicate your opinion of the value _____
3. Submit the required documents listed below.

Part two - Supporting Documentation

A. Acceptable Supporting Documentation should include:

1. Registered Engineer’s report (i.e. perc results, wetlands report, etc.)
2. Written determination that land is unbuildable from a municipal department (i.e. Conservation, Zoning Enforcement, Zoning Board of Appeals, Board of Health etc.)

Part Three: Complete the comparable tables below for three properties in your area.

COMPARABLE ASSESSMENTS	<u>PROPERTY</u>	<u>Comparable 1</u>	<u>Comparable 2</u>	<u>Comparable 3</u>
PARCEL ID				
Address				
Valuation				
Land Area				

COMPARABLE SALES				
	<u>PROPERTY</u>	<u>Comparable 1</u>	<u>Comparable 2</u>	<u>Comparable 3</u>
PARCEL ID				
Address				
Valuation				
<u>Land Area</u>	<hr/>	<hr/>	<hr/>	<hr/>
Comments:				