



Property Record Questionnaire

This questionnaire is necessary to assist the assessor's office in determining the attributes and condition of your property for assessment purposes. Please complete this form and provide any supporting documents to help determine your property's estimated fair market value. Download this form onto your computer; enter the requested information below, save a filled copy, and return the completed form including any supporting documents to the Assessor's office by mail, email to PRQ.apraz@gmail.com, or fax to 920-731-1995.

Property Information:

Municipality: _____

Parcel Number: _____

Property Address: _____

I. Provide the following information on your dwelling as of January 1st.

	Bedroom(s)	Full Bath(s)	Half Bath(s)	Fireplace(s)
Quantity				

DWELLING – any building or portion of a building designed or occupied in whole or in part as a place of residence.

BEDROOMS – Refers to the total number of separate rooms designed to be used as bedrooms. If a room was designed to be a bedroom but is being utilized for some other purpose, such as a den, it must be included in this count.

FULL BATHS – Refers to the number of three-fixture bathrooms which include a sink, toilet and bathtub or shower stall.

HALF BATHS – Refers to the number of two-fixture bathrooms including only a sink and toilet.

II. Check the option below that **BEST** describes the condition rating of each dwelling component.

	Excellent	Good	Average	Fair	Poor
Mechanical System (HVAC, Electrical and Plumbing)					
Kitchen					
Bathroom(s)					
Interior					
Exterior (Roof, Siding & Windows)					

EXCELLENT – Brand new or like new condition; very attractive and or highly desirable.

GOOD – Well maintained, only minor deterioration visible; slightly less attractive and desirable.

AVERAGE – Normal wear and tear is apparent; average attractiveness and desirability.

FAIR – Noticeable deterioration but still usable; rather unattractive and undesirable.

POOR – Definite deterioration is obvious; undesirable and barely usable.

