

# City of Green Bay – Request For Review Form | 2021

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.

<b>Please state your opinion of value as of January 1, 2021</b>	\$ _____
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*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>
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**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](http://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>
<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>
<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**