



## NON - RESIDENTIAL PROPERTY VALUE REVIEW QUESTIONNAIRE

You have requested a review of your assessed property value. In order for this office to do a thorough review we will require some pertinent data. Please fill out the following form:

All information provided will be held in strict confidence in compliance with Section 408 of the California Revenue and Taxation Code.

The information on this questionnaire can be supplied by either the landlord (property owner) or the tenant. Information collected on this form will be used to establish and compare fair market rents for Kings County. The data you supply along with data supplied by others will be used to help the Assessor's Office establish the value of properties similar to yours when the Assessor is required to reappraise those properties in accordance with California Law.

APN \_\_\_\_\_ PARCEL ADDRESS \_\_\_\_\_

Tenant: (Legal Name) \_\_\_\_\_ (If more than one, see attachment)

Tenant Mailing Address: \_\_\_\_\_

Tenant (DBA) \_\_\_\_\_

1. Is property leased?  YES  NO Or rented on a month-to-month basis?  YES  NO
2. Approximate area of leased premises? Land: \_\_\_\_\_ Sq. Ft. Building \_\_\_\_\_ Sq. Ft.
3. What is the monthly rent? \_\_\_\_\_ Annual Rent? \_\_\_\_\_  
(Note: Please include rent schedule or an explanation if rent term is not fixed throughout the lease)
4. Date current lease commences: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_
5. Date current lease expires: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_
6. Does tenant pay any or all of the following expenses: (Check box if yes)  
Electricity & Gas  YES Maintenance  YES Water  YES  
Sewer  YES Garbage  YES Insurance  YES  
Property Taxes  YES Common Area Maintenance (CAM)  YES  
Other  YES Please Explain: \_\_\_\_\_
7. Did tenant install any leasehold improvements?  YES  NO
8. Did landlord install leasehold improvements for tenant?  YES  NO  
If yes, please explain or show allowance figures) \_\_\_\_\_  
\_\_\_\_\_
9. Does tenants' lease include a percentage clause?  YES  NO  
(If yes, please explain, i.e. minimum rent plus, or in addition to, a percentage of sales over a certain amount or. . .?)  
\_\_\_\_\_  
\_\_\_\_\_
10. Other relevant information: Include any supporting documents. \_\_\_\_\_  
\_\_\_\_\_
11. What do you think your property is worth? \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_