

RENOVATION/BUILDING IMPROVEMENT DETAIL FORM

YOU ARE REQUIRED TO FILL OUT THIS FORM FOR ANY NEW IMPROVEMENTS (SEE BELOW)
IF YOU HAVE ANY QUESTION PLEASE CALL 304-487-8332

DATE OF NEW CONSTRUCTION: _____ TODAY'S DATE: _____

BUILDER: _____ BUILDERS LOCATION: _____

DISTRICT: _____ MAP: _____ PARCEL: _____

NAME OF OWNER: _____ MAILING ADDRESS: _____

PHYSICAL LOCATION: _____ PHONE NUMBER: _____

DESCRIPTION: _____

BUILDING
IMPROVEMENT

COST: _____

OF FULL BATHS: _____

OF HALF BATHS: _____

LAND IMPROVEMENT

COST: _____

OF BEDROOMS: _____

(driveway, landscape, sidewalk, well, septic)

CIRCLE STORY HEIGHT: 1 1.5 2 3
2ND STORY USED STORAGE ONLY

TOTAL PROPERTY
IMPROVEMENT COST: _____

ATTIC (PLEASE CIRCLE ONE): FULL FINISHED PART
ATTIC UNFINISHED NONE

FINISHED LIVING AREA: _____

IS THE WORK COMPLETED? _____

IF NOT COMPLETED LIST
APPROX. COMPLETION DATE: _____

BASEMENT (PLEASE CIRCLE ONE): FULL PART
CRAWL NONE

BASEMENT FINISHED LIVING AREA: _____

% OF COMPLETION ON INSIDE: _____

THIS BUILDING WILL BE USED FOR: (CIRCLE ONE BELOW)
RESIDENCE RENTAL STORAGE OTHER (EXPLAIN BELOW)

TOTAL SQUARE FOOTAGE: _____

SIGNATURE OF OWNER AND/OR BUILDER REQUIRED: _____

West Virginia Code 11-3-10. Failure to list property, etc.: collection of penalties and forfeitures. ...or if any person, firm or corporation, including public service corporations refuses to answer or answers falsely any question asked by the assessor or by the tax commissioner, or fails or refuses to deliver any statement required by law, he, she or it may forfeit, at the discretion of the assessor or the tax commissioner for good cause shown, not less than twenty-five nor more than one hundred dollars, and she be denied all remedy provided by law for the correction of any assessment made by the assessor or by the board of public works. (emphasis added) The West Virginia Supreme Court has said An Assessor, in the fulfillment of his or her legal obligation to assess property at its true and actual value, may prepare and submit to taxpayers forms which constitute a request for information which he deems necessary in determining a proper valuation of the properties, and, so long as the information requested is reasonable, such information constitutes a statement required by law as contemplated by this statute In re Shonk Land Co., Gas Supply Corp. 178 W. Va. 230, 358 S. E. 2d 791 (1987), Both of these cases are available for anyone who request them.

RETURN FORM TO: MERCER COUNTY ASSESSOR'S OFFICE
1501 W. MAIN ST. STE 110
PRINCETON, WV 24740