



**Town of Cheektowaga  
Assessor's Office  
3301 Broadway  
Cheektowaga, NY 14227  
716-686-3440**

### **Informal Review Application**

The Informal Review is completed prior to the filing of the Tentative Assessment Roll. This is where you can challenge your Preliminary Assessment determined by the Assessor's Office. Please provide copies of any additional relevant documentation you wish to have considered. Once turned in the information becomes the property of the Town of Cheektowaga. We are not able to provide you with any information turned in during an Informal Review.

### **Section 1: Property & Owner Information**

- 1. Owner Name: \_\_\_\_\_
- 2. Owner Phone Number: \_\_\_\_\_
- 3. Property Address: \_\_\_\_\_
- 4. SBL (Section, Block & Lot Number): \_\_\_\_\_
- 5. Preliminary Assessment: \_\_\_\_\_
- 6. Requested Assessment: \_\_\_\_\_
- 7. Reason for Requested Assessment/Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8. Property Description:
  - a. Property Style (Ranch, Cape, Etc.): \_\_\_\_\_
  - b. Property Class (1 Family, 2 Family, Etc.): \_\_\_\_\_
  - c. Square Footage: \_\_\_\_\_                      Year Built: \_\_\_\_\_
  - d. Purchase Date: \_\_\_\_\_                      Purchase Price: \_\_\_\_\_
- 9. Property Inventory:
  - a. Number of Bedrooms: \_\_\_\_\_                      Number of Kitchens: \_\_\_\_\_
  - b. Number of Bathrooms: \_\_\_\_\_                      Number of ½ Bathrooms: \_\_\_\_\_
  - c. Central Air: \_\_\_\_\_                      Fireplaces: \_\_\_\_\_



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## **Section 2: Comparable Sales**

Here is where you provide a list of homes comparable to your own that have sold in your neighborhood within the last three years and, support your claim for a lower assessment.

1. Comparable Sale:

- a. Property Address: \_\_\_\_\_  
b. Sale Date: \_\_\_\_\_ Sale Price: \_\_\_\_\_  
c. Square Footage: \_\_\_\_\_ Property Style: \_\_\_\_\_  
d. Comments: \_\_\_\_\_  
\_\_\_\_\_

2. Comparable Sale:

- a. Property Address: \_\_\_\_\_  
b. Sale Date: \_\_\_\_\_ Sale Price: \_\_\_\_\_  
c. Square Footage: \_\_\_\_\_ Property Style: \_\_\_\_\_  
d. Comments: \_\_\_\_\_  
\_\_\_\_\_

3. Comparable Sale:

- a. Property Address: \_\_\_\_\_  
b. Sale Date: \_\_\_\_\_ Sale Price: \_\_\_\_\_  
c. Square Footage: \_\_\_\_\_ Property Style: \_\_\_\_\_  
d. Comments: \_\_\_\_\_  
\_\_\_\_\_

4. Comparable Sale:

- a. Property Address: \_\_\_\_\_  
b. Sale Date: \_\_\_\_\_ Sale Price: \_\_\_\_\_  
c. Square Footage: \_\_\_\_\_ Property Style: \_\_\_\_\_  
d. Comments: \_\_\_\_\_  
\_\_\_\_\_

## **Section 3: Signature/Authorization**

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I authorize \_\_\_\_\_ to discuss my Preliminary Assessment on my behalf.