

Hendricks County Assessor's Office Questionnaire			
Parcel Number:		SALES VERIFICATION	
Property Location Address:		REAL PROPERTY VERIFICATION	
Township:			
Owner Name:			
Owner Mailing Address:			
Phone Number:			
Email Address:			
What was the most current Sale Price?			
Please list the price per parcel if a multi-parcel sale:			
1. Special Circumstances: Please check those that apply			
<input type="checkbox"/> Sale between close relatives	<input type="checkbox"/> Sale between related businesses	<input type="checkbox"/> Auction	
<input type="checkbox"/> Forced sale, sheriff sale or foreclosure	<input type="checkbox"/> Land contract	<input type="checkbox"/> Other	
2. Use of Property: Please check all that apply			
<input type="checkbox"/> Single Family Home	<input type="checkbox"/> Vacant Lot	<input type="checkbox"/> Commercial/Industrial	
<input type="checkbox"/> Agricultural Land	<input type="checkbox"/> Rental	<input type="checkbox"/> Other – Please explain	
3. Do you intend to change the use of the property?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes		
If yes, please include the estimated cost			
<input type="checkbox"/> Add a building	\$		
<input type="checkbox"/> Renovation	\$		
<input type="checkbox"/> Major Remodeling	\$		
<input type="checkbox"/> Replacement	\$		
<input type="checkbox"/> Other – Please explain	\$		
4. Was there any personal property (furniture, appliances, machinery, crops, inventory, etc.) involved in the sale?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes – Estimated Cost \$		
5. Have there been any physical changes to the property since the sale?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes - Please specify with estimated cost		
6. Does the buyer hold title to any adjoining property?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes		
7. Was an appraisal completed on the property?			
<input type="checkbox"/> No	<input type="checkbox"/> Yes	Date	Amount \$
8. How was the property marketed?			
<input type="checkbox"/> List with a real estate Agent	<input type="checkbox"/> For sale by Owner	<input type="checkbox"/> Offered by word of mouth/Internet	

Residential Property Owners

1. If this house has more than one level, is there a permanent stairway?

Yes – Is the upper level finished?				No
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2. Does the dwelling have central air conditioning?

	Yes		No
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3. What type of foundation does the house have?

Slab %	Crawl %	Basement %
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If you indicated that you have a basement:

Do you have bedrooms in basement?		Y		N	Size of basement bedrooms
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Do you have a family room in basement?		Y		N	Size of basement family room
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Is Basement area open or divided with walls?

Identify the finish types in basement:

Wall covering (i.e. paneling, drywall etc.)

Floor covering (i.e. carpet, tile etc.)

Ceiling finish (i.e. drop tile, drywall etc.)

4. Has any of the following exterior items been updated in the last 20 years?

Windows		Year		Roof		Year		Siding		Year
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5. Has the dwelling had any of the following interior items updated in the last 20 years?

Insulation		Year		Wiring		Year
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Furnace		Year		Central Air		Year
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Plumbing		Year
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6. Has the kitchen in the dwelling been updated in the last 20 years? What year?

Please check and describe all that apply.

Flooring		Type
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Cabinets		Type
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Countertop		Type
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7. If you have added a new building what is it? (detached garage, pole barn etc.)

Does the new structure have any of the following?

	Electric		Concrete Floor		Plumbing		Living Quarters/Finished area
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Please describe living quarters/finished area :

Size	# Full Baths	# Half Baths	Water Heater/ Sink
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8. How would you rate the overall condition of the dwelling?

	Excellent		Good		Average
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	Fair		Poor
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9. Any additional Comments:

<h1 style="margin: 0;">Commercial/Industrial Property Owners</h1>			
1. Were there any licenses or franchises included in the sale price?			
If yes, what type?		Estimated Cost \$	
2. What is the nature of the business? (How is the property currently being used?)			
3. Has the nature of the business changed? (Is the property now being used for a different purpose?) If so, what was the prior use			
4. Have any exterior items been updated in the last 20 years?			
5. Have any interior items been updated or changes made in the last 20 years?			
6. Have any new structures been added or changes made since the sale? If so what has been added/changed?			
7. How would you rate the overall condition of the building?			
Excellent		Good	Average
Fair		Poor	
8. Any additional comments:			

To submit form by email :
 Fill out form, click on print and save as pdf. OR

Then email to:
 hcasr-reassess@co.hendricks.in.us

To submit form by mail: fill out form and print it.

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 Assessors Office
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