**Low Value Transfer Explanation Letter**

Date: \_\_\_\_\_\_\_\_\_\_

Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Property: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sale Price: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Auditor’s Appraised Value: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your property is selling for 60% of or less than the Auditor’s appraised market value. We ask the questions below to better aid the Auditor’s Office in data collection and reporting to the State Department of Taxation.

Please indicate as many of the reasons below that apply and have contributed to the sale price. Fill in any additional information which is helpful to better understanding the difference between sale price and appraised value.

\_\_\_\_\_ Property has been listed for sale since \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Property has been listed with a Real Estate Brokerage

\_\_\_\_\_ Property listed for $\_\_\_\_\_\_\_\_\_\_\_by Owner, no Real Estate Agent involved

\_\_\_\_\_ Property was not listed. Please indicate how the buyer was found and a price determined under other contributing factors

\_\_\_\_\_ Neighborhood property values/sales prices have declined

\_\_\_\_\_ Mold damage due to utility shutoff necessitating drywall replacement, painting, or other repairs

\_\_\_\_\_ Property is being sold as a short sale

\_\_\_\_\_ Specific property components have been damaged, removed, or in disrepair

Damaged Removed In Disrepair

Roof \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Windows \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Plumbing \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Furnace \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Electric \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Other contributing factors:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: Signature line for owner