



Date: October 12, 2018

Dear Property Owner:

The attached data mailer is being sent to you so the Town of Windsor Locks can verify the accuracy of the data being used to value property during the state-mandated City-wide reassessment project. Please check this information and note any discrepancies.

Having accurate property data is essential to a successful reassessment. The end goal is to have all properties valued fairly and consistently. If all properties are valued fairly, we can ensure that all property owners are paying their **fair share of the tax burden**.

Just as it is necessary for an appraiser to inspect, measure, and photograph your property when performing a valuation for mortgage purposes, this same information is also needed for a reassessment. Since we will be comparing the physical attributes of properties to those properties that have recently sold, if property descriptions are in error or are incomplete, it will be difficult to obtain meaningful valuations. When data is in error or unreported, estimates of value can become skewed which can lead to confusion and frustration among property owners.

The data mailer is a positive means of including property owners in the reassessment process.

After all records are updated and discrepancies are resolved, the valuation process can commence. Based on the data collected, along with an analysis of recent sales of similar homes in your neighborhood, we will utilize a computer assisted mass appraisal technique to estimate every home's current market value.

All property owners are strongly encouraged to thoroughly review the information listed and provide corrections to data presented in the mailer in the event of discrepancies. A glossary of terms has been provided on the back of this letter for reference. If you require any assistance in completing your response, please call the Tyler/Assessor's Office at (860) 752-6907.

We ask that you please **return the data mailer with your name and phone number, even if the data is correct, no later than November 2nd, 2018 to:**

Tyler Technologies
C/O Assessor Office
Town of Windsor Locks
50 Church St
Windsor Locks, CT 06096

We appreciate your cooperation.

GLOSSARY

Acres:	The land size of your parcel, as indicated on the Town of Windsor Locks assessment records. This data will be used for valuation purposes and does not establish the legally correct size of your parcel, which is determined by a recorded survey;
Sale Date:	The date of the last sale (purchase) of your property;
Sale Price:	The recorded sale price of the property, which shall exclude any personal property;
Building No.:	The number of dwellings on your property; however, the entries described on the attached report will reflect the main dwelling on your property only;
Property Type:	The property class code and current use of the site, e.g., <i>101 – 1 Family Res</i> ;
Building Style:	The designated architectural building style of your dwelling: <i>Ranch, Raised Ranch, Split Level, Colonial, Cape Cod, Bungalow, Conventional, Modern/Contemporary, Duplex, Town House, Condo</i> .
Heating System:	The predominant type of heating system for the main dwelling on the property, which will be shown as <i>None, Hot Air, Hot Water, Steam, or Electric Baseboard, Radiant or Geo-Thermal</i> as applicable;
Central Air:	The presence or absence of a central air conditioning system;
Year Built:	The date of construction of the original dwelling, as indicated on prior assessment, or building department records;
Total Living Area:	The calculated total square feet of finished living area contained within your dwelling, as based on exterior dimensions collected at the property for above grade areas only; certain building styles present exceptions, e.g., splits, raised ranches, contemporaries;
No. Bathrooms:	The number of full and/or half bathrooms in the dwelling. Full bathrooms contain three fixtures, typically a commode, sink, bathtub or shower stall. Half bathrooms contain two fixtures, typically a commode and a wash basin. Note, basement bathrooms and half bathrooms <u>are</u> included in the total bathroom count of the dwelling.
No. Bedrooms:	The number of rooms in a residence that were designed to be used primarily as a bedroom, even though they may currently be used as an office or den; bedrooms normally contain a closet.
Fireplaces:	The total number of <u>usable</u> fireplace openings;
Basement Type:	The presence or absence of a basement. An entry of <i>Full</i> indicates a basement under at least 3/4's of the dwelling's first floor. <i>Partial</i> represents a basement under 1/4 to 3/4's of the first floor. <i>Crawl</i> indicates the lower-level space beneath a joisted floor or foundation, having limited head room and overall utility. <i>Slab/Pier</i> indicates that the improvement has no basement, or crawl space.
Basement Living Area:	The presence of an area of the basement which is finished with a quality of materials and workmanship consistent with the main living area of the dwelling - such as the lower or grade level of split-level and raised ranch.
Basement Rec Room:	The interior finish exhibits a quality of material and workmanship inconsistent with and generally inferior to the main living area of the dwelling.
Attic:	Refers to the presence of finished area and the extent of the finish. Five alternatives are provided.
1- None:	To indicate no attic or having subfolder/pulldown stairs.
2- Unfinished:	To indicate an unfinished attic having a permanent stairway.
3- Part Finished:	To indicate either an undivided (one room) full finished attic, or a divided (two rooms) with one-half (one room) semi-finished attic, one of the two rooms finished and the balance unfinished.
4- Full Finished:	To indicate divided (two or more rooms) and fully finished attic.
5- Full Fin/Wall Height:	To indicate divided (two or more rooms) and fully finished attic which includes the presence of one or more small dormers.

Assessor
 Town Office Building
 50 Church Street
 Windsor Locks, CT 06096



Date of Issue: October 12, 2018
 Parcel ID 00079000 CT165
 Property Class 101 - Single Family Residence
 Property Location 39 CHESTNUT STREET
 Acres .57
 Building # 1

TOWN OF WINDSOR LOCKS
 50 CHURCH ST
 WINDSOR LOCKS CT 06096

Place an 'X' next to the statement that describes the accuracy of the data and make any necessary changes on the form. To the best of my knowledge:

- The data listed for my property is CORRECT
 The data listed for my property is NOT CORRECT

Building Information			
Number of Living Units	1	Total Rooms	7
Style	Conventional	Total Bedrooms	4
Approximate Year Built	1850	Total Kitchens	1
Story Height	2	Total Full / Half Bathrooms	1 / 0
Attic	None	Basement	Full
Heating System	Oil - Hot Water	Basement Garage Spaces	No Basement Garage
Central Air Conditioning	No	Finished Basement	0
Fireplaces	0	Basement Rec Room	0
		Unfinished/Cathedral Area	0
		Total Living Area	1380

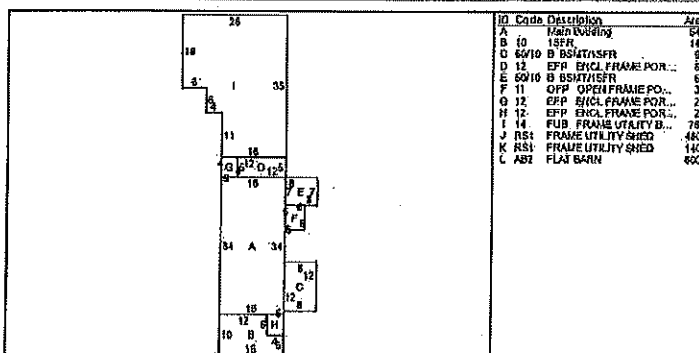
Inspection Information: Measur/Vac/Boarded Up

Sales Information

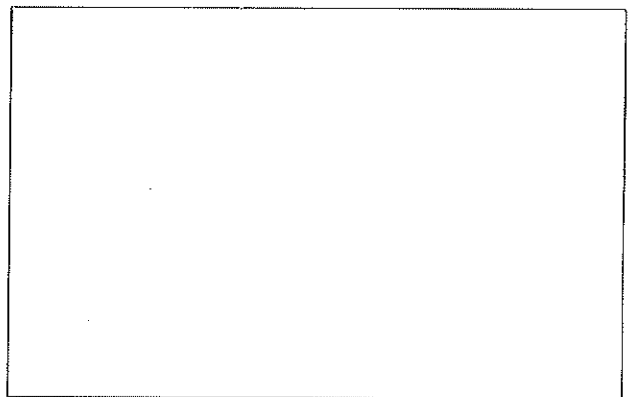
Date	Price
03/29/2018	45,000
03/21/2018	28,000

Detached Structures

Description	Area
Frame Utility Shed	140
Frame Utility Shed	480
Flat Barn	800



ID Code	Description	Area
A	1820/1810	341
B 10	18FR	149
C 60/10	B BSMT/18FR	98
D 12	EFF ENCL FRAME POR...	60
E 60/10	B BSMT/18FR	66
F 11	OFF OPEN FRAME PO...	30
G 12	OFF ENCL FRAME POR...	29
H 12	EFF ENCL FRAME POR...	26
I 14	FUB FRAME UTILITY B...	754
J RS1	FRAME UTILITY SHED	480
K RS1	FRAME UTILITY SHED	140
C AB2	FLAT BARN	800



If you are returning this mailer with corrections or additional information, please write your name, date, and a daytime phone number as we may need to contact you for clarifications.

Name: _____

Daytime Phone Number: _____ Date: _____