



Cynthia Braddock

P. O. Box 471, 13th and Pearl
Boulder, Colorado 80306-0471
Phone: (303) 441-3530
FAX: (303) 441-4996
www.co.boulder.co.us/assessor/



Member
International Association
Of Assessing Officers

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Dear Property Owner:

Please complete the income and expense questionnaire included with this letter for the property address listed above and return it to our office. The 2013 income and expense information you provide helps ensure that fair and equitable values are placed on all commercial and industrial properties.

The information you furnish is **CONFIDENTIAL** and will be used in mass appraisal analysis to establish market trends. It **will not** be filed with the public records and **will not** be available for public inspection.

Many of your suggestions have been included into this form and I welcome any suggestions you may have for the future.

The Assessor must appraise commercial and industrial property at its actual value by considering three approaches to value. One of these approaches is the income approach using typical income and expenses capitalized to an estimate of value.

Based upon 39-5-115 C.R.S.:

“...the Assessor may request any person known or believed to own taxable property located in his county to furnish such information or make available for examination, such records as may be required by him to determine the actual value of such property.”

Please provide this information to the Assessor’s Office by June 30, 2014.

Enclosed are frequently asked questions regarding this form. If you have additional questions about this questionnaire, please contact the Assessor’s office at 303-441-3530, select option 1 and ask for the commercial department.

Our success in providing accurate and equitable assessments and property taxes is dependent upon your participation in this important process. Thank you in advance for your assistance.

Sincerely,

Boulder County Assessor