

## IRVINGTON LETTERHEAD / ENVELOPES

July 2023

Dear Property Owner:

In accordance with State Law and under the authority of the Essex County Board of Taxation, the Township of Irvington will revalue all taxable real estate for the 2024 Tax Year. This revaluation is to ensure uniform and equitable assessments. The Township has entered into a contract with Appraisal Systems, Inc. to conduct the revaluation program.

The first step of the revaluation process is the inspection of all properties in the Township. In the coming months inspectors from Appraisal Systems, Inc. will visit all properties, measuring and photographing the exteriors of the buildings and inspecting the interiors. In order to properly assess your property, it will be necessary for a representative of Appraisal Systems, Inc. to examine the interior. The first visit from an inspector will be between the hours of 9:00am and 5:00pm. If the homeowner is not present at the first visit, the inspector will leave a card specifying a return date to do the interior inspection. The notice will also have a telephone number to call to reschedule this appointment if the time or date is not convenient.

All representatives will have photo identification authorized by the Irvington Police Department. **Do not allow anyone to enter your home without proper identification.** Owners of rental property should notify all tenants of the rental units that an interior inspection is forthcoming. You will be requested to sign the field form verifying that the inspector made an interior inspection.

If your property has a unique condition that influences value, please send documentation to Appraisal Systems, Inc., 17-17 Route 208N – Suite 210, Fairlawn, NJ 07410 and it will be considered. Also, please send any documented proof relative to flooding conditions affecting your property.

After the appraisals have been completed, you will be notified of the valuation placed on your property as well as procedures to review the assessment with a qualified representative of the firm.

Enclosed is a brochure prepared by Appraisal Systems, Inc. addressing questions generally asked by property owners concerning revaluations. Any inquiries regarding the inspection procedure should be directed to the firm at (201) 493-8530.

In addition, a number of public meetings will be held throughout the Township at which the firm's representatives will provide information and answer questions about the revaluation process. The dates, times and locations of these meetings will be posted in the local media.

Sincerely,



Silvia Forbes, CTA  
Tax Assessor