



APPRAISAL SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES

MORRISTOWN OFFICE

264 SOUTH STREET, Building 2, SUITE 1B
MORRISTOWN, NJ 07960

FAIR LAWN OFFICE

17-17 ROUTE 208 N, SUITE 210
FAIR LAWN, NJ 07410
(201) 493-8530

January 30, 2023

«owner»

«street»

«CSZ»

Dear Property Owner:

As ordered by the Sussex County Board of Taxation and the State Division of Taxation, the Borough of Hopatcong is revaluing all taxable real estate for the 2024 tax year to ensure uniform and equitable assessments. The Borough 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 Borough. In the coming months inspectors from Appraisal Systems, Inc. will visit your property. The first visit from an inspector will be between the hours of 9:00am and 5:00pm. Appraisal Systems, Inc. representatives will carry photo identification and their names will be registered with the Police Department and the Borough Assessor's Office.

Due to ongoing COVID-19 concerns, inspectors will be supplied with masks while performing inspections. The exterior inspection includes exterior measurements and photographs. An interior inspection needs to be made for accuracy. If that is not possible at this time please call Appraisal Systems at 201-493-8530 for other options. Please be aware if you opt out of a physical, interior inspection, an interior inspection may be necessary at some point in the future.

If you are not present at the first visit, the inspector will leave an interior inspection card with further instructions. If an onsite interior inspection is conducted, owners/occupants will be requested to sign the field form verifying that the inspector completed an interior inspection. Owners of rental properties should notify all tenants of the rental units that an inspection will be forthcoming by the firm and coordinate the interior inspection option with them.

If your property has a unique condition that you believe may influence its value, please send documentation to: Appraisal Systems, Inc., 17-17 Route 208N – Suite 210, Fairlawn, NJ 07410 and it will be considered.

After the appraisals have been completed, you will be notified of the proposed assessment as well as procedures to review the assessment with a representative of the firm.

Enclosed is a brochure prepared by Appraisal Systems, Inc. that provides general information regarding revaluation. **Please also visit the ASI website at: www.asinj.com for more information relevant to the revaluation process.**

Please call ASI with any inquiries regarding the inspection procedure or the revaluation process at (201) 493-8530.

Sincerely,

Rick Del Guercio
President, Appraisal Systems, Inc.

Therese DePierro, CTA
Assessor, Borough of Hopatcong