

THE REVALUATION OF Upper Saddle River



The following is the definition of a Revaluation Program as described in the "Handbook for New Jersey Assessors" :

"A Revaluation program seeks to spread the tax burden equitably within a taxing district by appraising property according to its true value and assessing it based upon such value. This is accomplished by the mass appraisal of all real property in the taxing district by an outside professional appraisal or Revaluation firm."

The following power point presentation was created by Appraisal Systems, Inc. to provide a basic outline of the Revaluation process. All rights are reserved.



THE REVALUATION OF Upper Saddle River

There is an erroneous assumption by some that a Revaluation is a means by which a municipality increase property taxes.

Revaluations do not increase the total amount of revenue to be raised by taxation. The municipality only collects the amount of tax dollars that the four units of local government (local school, regional school, county government and municipal government) determine is necessary to operate.



standard of value." New Jersey Statutes at N.J.S.A. 54:4-23 establish the standard of property value to be the "full and fair value" or "true value" which is defined as "the price at which, in the assessor's judgement, each parcel of real property would sell for at a fair and bona fide sale."



THE REVALUATION OF Upper Saddle River

Why a Revaluation?

- Ordered by County Board of Taxation
- Criteria used to determine need:

- * last reval (2002)
- * average ratio (59.81)
- * 2025 C.O.D. (14.61)
- * number of appeals

Other:

- * changes in characteristics in areas or neighborhoods within the municipality and in individual properties

- * economics (inflation and recession)
- * fads (desirability of architecture, size of home, etc...)
- * legislation (wetlands, pinelands, zoning, etc...)



THE REVALUATION OF Upper Saddle River

For Example Purposes Only

- Property A: 2026 Assessment = \$750,000

2026 Tax Rate = \$2.709/100

2026 Taxes = ($\$750,000 \times .02709$) = \$20,318 Taxes

IF AVERAGE INCREASE FOR THE TOTAL TOWN IS 2.0 TIMES : TAX RATE WILL DECREASE BY 2.0 TIMES DUE TO REVALUATION ASSUMING BUDGET REMAINS THE SAME

2026 Tax Rate $\$2.709 / 2.0 = \1.355 Tax Rate for 2027 (Example Only)

- Property A: 2027 Assessment = \$1,500,000

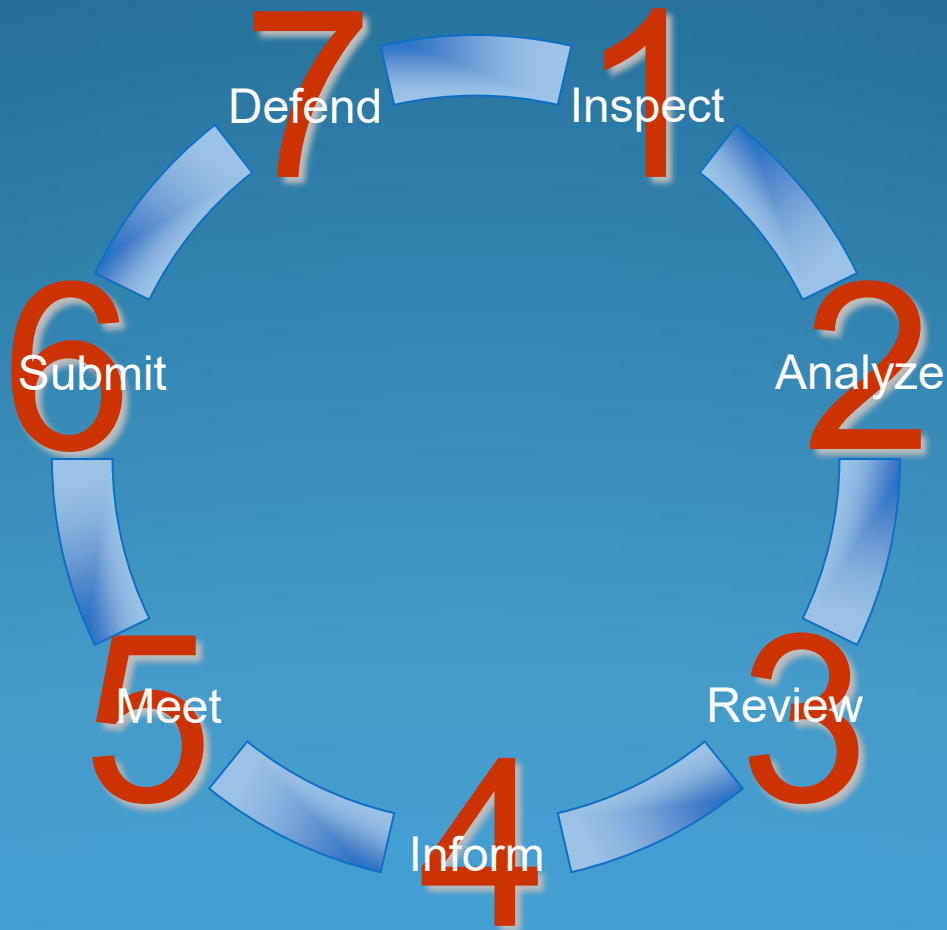
2027 Tax Rate = \$1.355/100

2027 Taxes = ($\$1,500,000 \times .01355$) = \$20,325 Taxes



THE REVALUATION OF Upper Saddle River

The Revaluation Process



THE REVALUATION OF Upper Saddle River

1
Inspect

Letter of Introduction with brochure

- Mailed to address of record for all residential and vacant land owners.

**TOWNSHIP OF WASHINGTON**
OFFICE OF THE TAX ASSESSOR
350 HUDSON AVENUE, TOWNSHIP OF WASHINGTON, BERGEN COUNTY, NJ 07676
TELEPHONE 201-664-1292 FAX 201-664-8281

December 19, 2024 ☐

Dear Property Owner:

The Bergen County Board of Taxation and the New Jersey Division of Taxation have directed the Township of Washington to undertake the Reassessment Program beginning with the tax year 2026 and continuing through 2030. This program will ensure uniform and equitable assessments throughout the municipality and account for the recent changes in the real estate market. The Township has contracted Appraisal Systems, Inc. to assist in conducting the Reassessment Program.

Following this initial assessment, 25% of the properties will be inspected each year. It is important to note that while only 25% of properties will be inspected each year, all properties in town will be reassessed to ensure current valuations are maintained. This process helps ensure that drastic changes in value are avoided.

The first step of the reassessment 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 all 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 of your property. If an inspector is not given the opportunity to perform an interior inspection, interior information will be estimated. The first visit from an inspector will be between the hours of 9:00am and 5:00pm. If the homeowner is not present on the first visit, the inspector will proceed with the exterior inspection and 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. Contactless interior inspections using a video conference will be available at the request of the property owner.

Appraisal Systems, Inc. recently conducted background checks consisting of social security numbers, criminal, and motor vehicle records on the field inspectors. The field inspectors will carry photo identification, and their names will be registered with the Police Department and the Township Clerk's office. Please do not allow anyone to enter your home without proper identification. You will be requested to sign the field form used by the representative to acknowledge when an interior inspection is made. Please advise the occupants of any rental units you may own so they are prepared for the inspection.

If your property has a unique condition that influences value, please send documentation to Appraisal Systems, Inc., 17-17 Route 208 North, Suite 210, Fair Lawn, NJ 07410, and it will be considered.

The new property values for 2026 will be determined based on their estimated market value as of October 1, 2025 (the date required by law). All property owners will be notified by mail of their proposed assessed values and will have the opportunity to question contest the values.

An online webinar explaining the Reassessment process will be conducted on January 16, 2025 at 6:30pm. All residents have the opportunity to watch this presentation about the Reassessment process and ask questions live. Visit www.asini.com for the link to the webinar as the date gets closer. Click on "Current Revaluation Information" on the homepage and follow the Township of Washington link.

Any inquiries with respect to the inspection and/or valuation procedure should be directed to Appraisal Systems, Inc. at (201) 493-8530. General information about the Reassessment process can be obtained from the ASI website at www.asini.com.

Sincerely,
APPRAISAL SYSTEMS, INC.

Rick Del Querco
President

TOWNSHIP OF WASHINGTON

Sarah Holbig, CTA
Tax Assessor

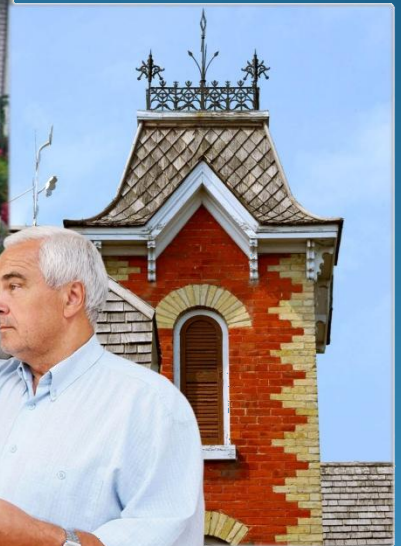


THE REVALUATION OF Upper Saddle River

1 Inspect

First visit - Introduction of Field Rep. to property owner

- First visit between 9:30am-5pm
- Each inspector is issued an ID authorized by the Police Dept.
- Do not allow anyone in your home without this identification.
- Call Police Department *before* allowing anyone in your home if you have any concerns.



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Site Inspection & Outside Influences

- Economic loss due to outside influences (environmental nuisances and hazards.)
- Topography (land contours and grades.)



- View (positive and negative influences; views of water, mountains or valleys can produce positive values, conversely a poor view can produce a value penalty.)



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Site Inspection cont....



- Economic loss due to outside influences (such as High Tension wires.)
- Immediately adjacent commercial or industrial properties, gas station, stores, schools, firehouses (can produce a value loss.)
- High traffic streets (proximity to noise, fumes, congestion and accidents are also negative factors that are considered.)

THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Measure exterior

- The exterior of the residence is examined in detail, starting with the foundation, framing, exterior cover and roof.
- The inspector will measure the exterior dimensions of the main improvement and all other structures on the property.
- The architectural style of the main improvement is identified.



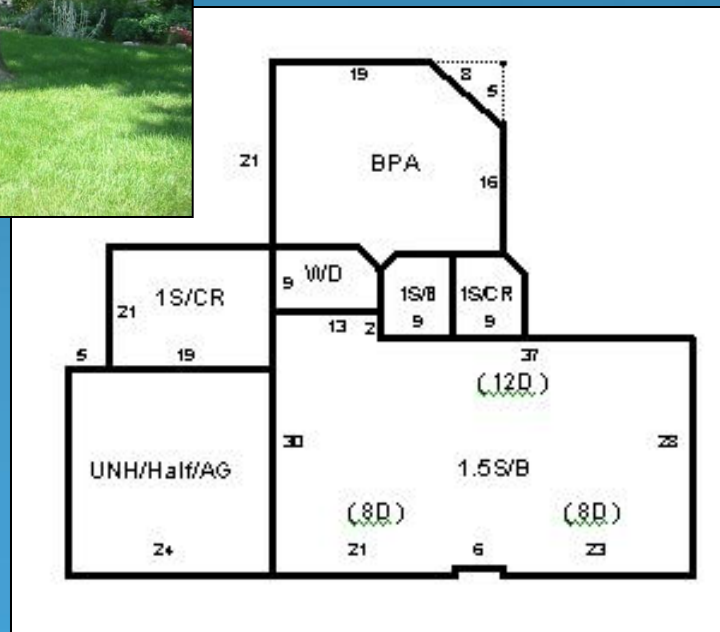
THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Measure exterior cont....



- A footprint of the house is drawn to scale.
- The house is broken into sections



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Style of the house

- Architectural style: the character of a building's form and ornamentation
- There are five basic designs:
 - One story
 - One and One-half story
 - Two story
 - Split Level
 - Bi-level
- The architectural style of the main improvement is identified and its effect on property value is considered. Is the style in harmony with the neighborhood and market standards?



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Exterior quality of the house

- Quality refers to the character of construction and the materials used, the manner of construction and the workmanship.
- The condition refers to the overall wear and tear, the extent of physical deterioration and the level of maintenance.



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Call Back



- If no one is home on the first visit, the inspector will leave a notice.
- The notice will have an appointment for return visit.
- The appointment will be in the evening (typically between 5pm-7pm.)
- Some Saturdays may also be available.
- The property owner can reschedule by calling the phone number on the card.

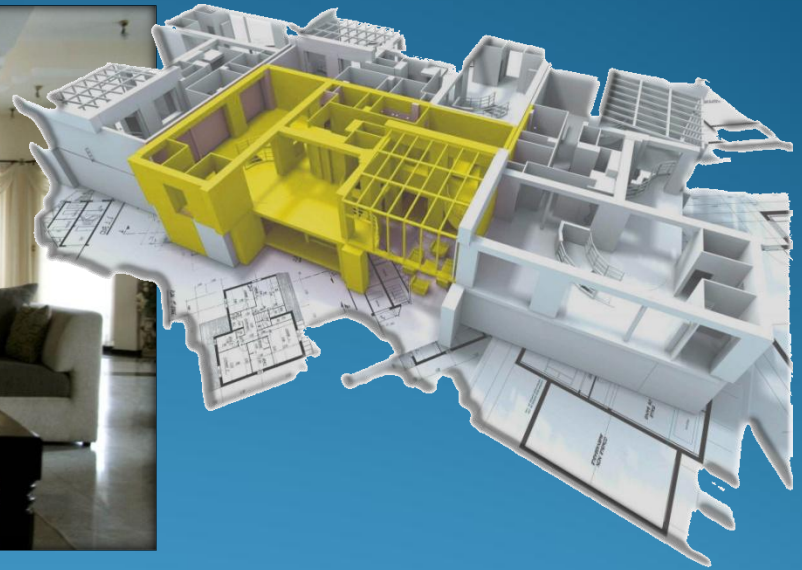
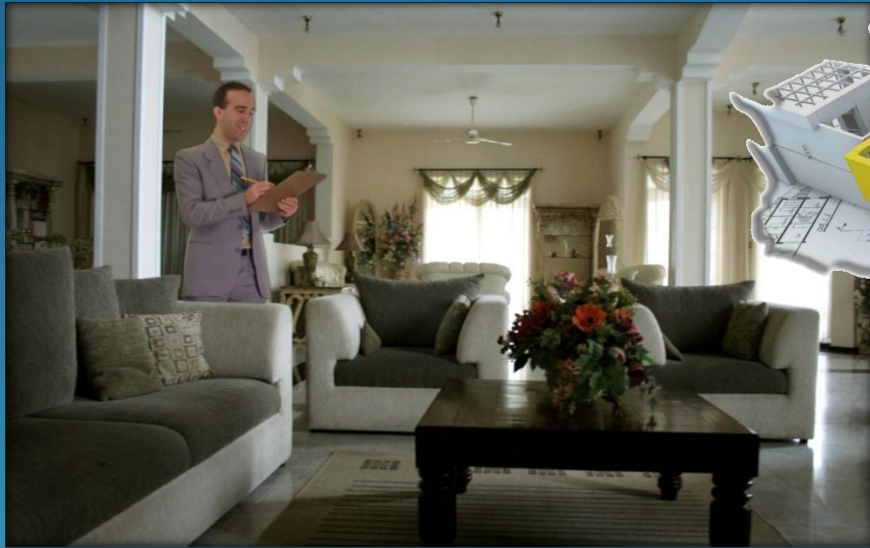
	APPRAISAL SYSTEMS, INC. REAL ESTATE APPRAISAL SERVICES www.asnj.com	BLOCK: _____				
		LOT: _____				
		QUAL: _____				
Dear Property Owner: A representative of Appraisal Systems was here to inspect your property in accordance with our contract to revalue all property located in the municipality. Since we were unable to make an interior inspection, we will return on:						
<table border="1"><tr><td>DAY: _____</td><td>DATE: _____</td><td>TIME: _____</td><td>INSPECTOR #: _____</td></tr></table>			DAY: _____	DATE: _____	TIME: _____	INSPECTOR #: _____
DAY: _____	DATE: _____	TIME: _____	INSPECTOR #: _____			
If you cannot accommodate us at this time, please call (201) 493-8530 between the hours of 10AM and 4PM Monday - Friday to reschedule to a mutually convenient time. <i>In the event of inclement weather, this visit will have to be rescheduled.</i>						



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Interior Inspection



- The interior of the residence is inspected next and takes approximately 5-15 minutes depending on the size of the house.
- All levels of the home including the main floor, upper levels, attics (with fixed stairs) and basements will be inspected.
- The inspector will also note the number of rooms, heat type, air conditioning, number/type of fireplaces, plumbing, and the percent of finish in attics and basements.



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Interior Inspection - Kitchens

- The quality and condition of the kitchen will be examined.



THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Interior Inspection - Bathrooms

- The quality and condition of the bathroom will be examined.

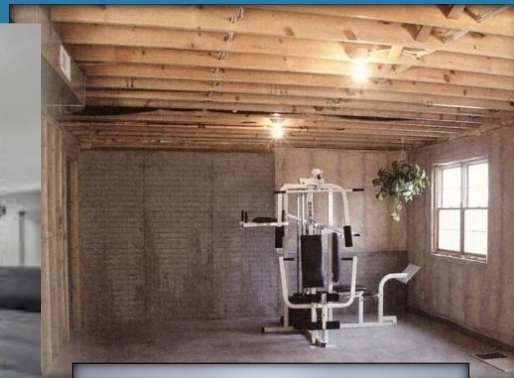


THE REVALUATION OF Upper Saddle River

1 Inspect

First visit – Interior Inspection – Basements/Attics

- The quality and condition of the basement and attic areas will be examined.



THE REVALUATION OF Upper Saddle River

1 Inspect

First Visit – Interior Inspection – Virtual Option

If an inspector is not given the opportunity to do an interior inspection, interior information will be estimated which may result in an inaccurate assessment of your home.

There are 2 ways an interior inspection can be performed:

1) A physical inspection where the inspector enters the premises and does a complete walk through.

2) A contactless interior inspection using a video conference either during the first visit or a mutually convenient scheduled time

- If no one is home at the time inspection, the inspector will leave an inspection card notice.

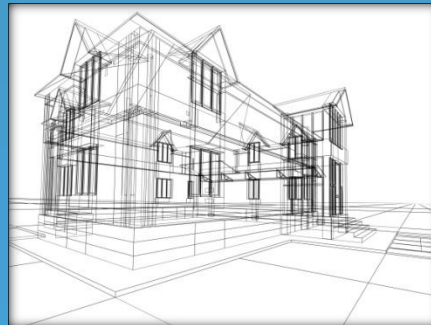


THE REVALUATION OF Upper Saddle River

1 Inspect

Second Visit – Estimate

- If the callback appointment has not been rescheduled by the homeowner, the inspector will return at the scheduled day and time range.
- If no one is home at the time of the second visit, the inspector will estimate the interior. The estimated information will be left with the property owner on a blue “estimate card.”
- If the information is incorrect, the homeowner can call the number on the card to reschedule another interior inspection to correct any inaccuracies.
- Information can not be changed over the phone.



AS APPRAISAL SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES
www.asnj.com

BLOCK: _____
LOT: _____
QUAL: _____

A representative of Appraisal Systems has made a second visit to your property and found no one at home. There will be 2 options to perform an interior inspection. Onsite, where the inspector will enter the premises or via a "Virtual", contactless interior inspection using a Zoom video conference. Please call (201) 493-8530 between 10AM and 4 PM to schedule a mutually convenient time for this inspection and to receive more information about the process. If no interior inspection is conducted, the following information will be recorded for your property:

of units: _____ # of Baths: _____ HVAC: _____
Kitchen Quality: _____ Attic: Y / N Attic Finished: Y / N / Partial
Basement: Y / N Basement Finish: Y / N / Partial
Exterior Condition: _____ Interior Condition: _____

Inspector #: _____ Date: _____ Time: _____



THE REVALUATION OF Upper Saddle River

Condominium/Co-op/Townhouse Properties

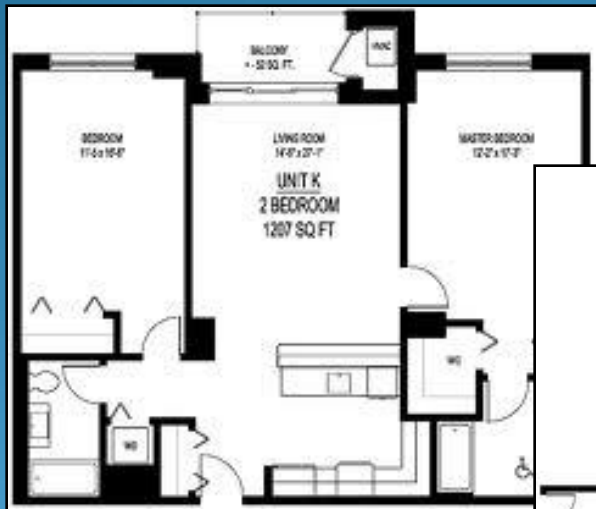
- Same inspection process as residential properties. (Process will be coordinated with property manager if necessary.)
- Master deeds will be utilized to confirm size, layout, model and common elements.
- Same review process as other residential properties.



THE REVALUATION OF Upper Saddle River

Condominium/Co-op/Townhouse Properties

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THE REVALUATION OF Upper Saddle River

Neighborhood Development

2 Analyze

- The neighborhood is the immediate environment of the subject property. A neighborhood is defined by certain characteristics that are homogenous and differentiate it from other areas in the community.
- Elements of homogeneity or similarity
 - Similar style houses
 - Houses of similar utility
 - Similar age and size of houses
 - Similar quality of houses
 - Similar price range of houses
 - Similar land uses (zoning)



THE REVALUATION OF Upper Saddle River

Neighborhood Development cont....

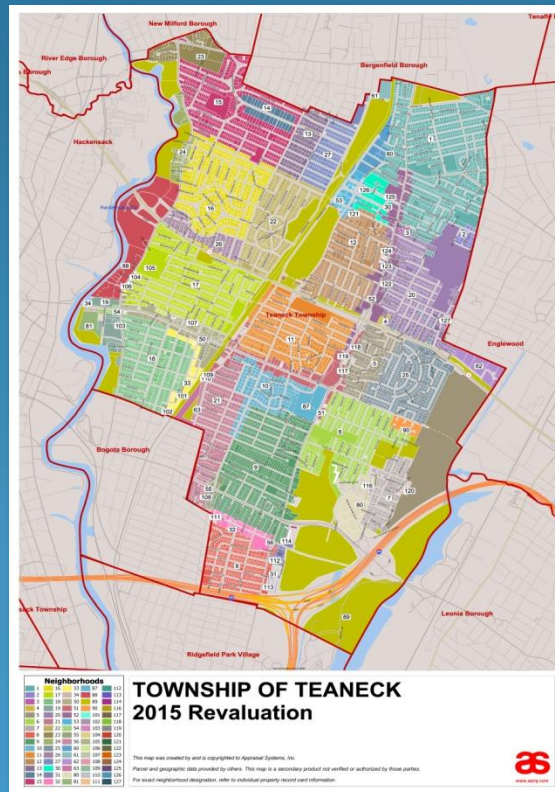
2 Analyze

- Neighborhoods are delineated for purposes of analysis and eventual establishment of land values.
- Neighborhood boundaries are often established by:

-Natural barriers (rivers, lakes, hills, etc...)

-Political barriers (city limits, zone boundaries, school districts, etc....)

-Man made obstacles (streets and highways, rail lines, major utility rights of way, "green belts", etc.....)



THE REVALUATION OF Upper Saddle River

3 Review

Market Analysis & Review cont....

- Reports are generated based upon information realized from the inspection of properties and the market sales analysis.
- Assists in applying all market value indicators into a uniform standard that produces equitable values.



Max: 0.00 Min: 0.00										SUMMARY REPORT 2										11/12/99 Page 1												
Re-Calc: N SPRING LAKE										STYLE/NEIGHBORHOOD ANALYSIS - SORTED BY STYLE										Page 1												
Block	Lot	Qual	Cl	Net	Land	Bldg	Totl	11/12/99		Block	Lot	Qual	Cl	Land	Net	Impr	Total	Neigh	VCS	St	Qual	Yr	Eff	Area	Impr	Asses	Sale	Sale	Price	Imp	Ratio	
8	10	2	203	350800	224600	575400	731200	14.1	1	2	1034700	100	2	1034700	100	1000	1000000	100	A100Y	BL	19	1970	17	A	83Y	2204	372	04/03/98	815000	370	101	
8	14.01	2	203	411000	320200	731200	731200	137	3	2	548400	100	2	548400	100	249700	798100	200	A200Y	CC	18	1962	21	A	78Y	2421	330	08/12/97	433404	179	184	
18	4.01	2	102	689300	478000	1167300	1167300	58	3	2	790400	95	1529100	2319500	205	A205Y	CC	20	1960	10	G	100Y	6628	350	12/23/97	2300000	347	101				
18	6.01	2	102	689300	504500	1193800	1193800	122	2	2	549300	95	233400	782700	206	A206Y	CC	18	1900	35	G	69Y	2751	285	06/18/98	775000	282	101				
18	8	2	203	350800	116900	467700	467700	137	3	2	548400	100	2	548400	100	249700	798100	200	A200Y	CC	18	1962	21	A	78Y	2421	330	08/12/97	433404	179	184	
19	3.01	2	102	718700	521000	1239700	1239700	58	3	2	790400	95	1529100	2319500	205	A205Y	CC	20	1960	10	G	100Y	6628	350	12/23/97	2300000	347	101				
19	8	2	203	350800	130700	481500	481500	69	15	2	549300	95	233400	782700	206	A206Y	CC	18	1900	35	G	69Y	2751	285	06/18/98	775000	282	101				
31	9	2	203	333300	211400	544700	544700	108	1	2	748700	100	442100	1100800	100	A100Y	CL	20	1975	10	G	96Y	2576	442	11/14/97	950000	369	125				
31	10	2	203	350800	198700	549500	549500	141	1	2	1034700	100	2	1034700	100	285500	1490000	100	A100Y	CL	20	1920	40	A	77Y	2868	520	05/20/98	1400000	488	106	
32	6	2	101	724900	783100	1508000	1508000	66	13	2	563300	80	289500	852800	100	A100Y	CL	19	1930	25	A	61Y	4179	204	06/29/98	840000	201	102				
32	25	2	202	451400	287600	739000	739000	78	4.01	2	563300	80	289500	852800	100	A100Y	CL	19	1930	25	A	61Y	4179	204	06/29/98	840000	201	102				
54	10	2	205	724800	879900	1604700	1604700	66	4	2	563300	80	289500	852800	100	A100Y	CL	19	1930	25	A	61Y	4179	204	06/29/98	840000	201	102				
56	5	2	101	599000	395200	994200	994200	88	1	2	2552000	100	1114800	3644800	100	A100Y	CL	20	1820	22	A	75Y	6909	531	10/17/97	3625000	525	101				
58	3	2	205	790400	1529100	2319500	2319500	32	6	2	724900	100	783100	1508000	101	A101Y	CL	20	1980	11	G	95Y	5080	297	01/27/98	1500000	295	101				
60	3	2	207	349200	175500	524700	524700	56	5	2	599000	80	395200	994200	101	A101Y	CL	20	1900	45	G	59Y	5838	170	03/09/98	830000	142	120				
60	7	2	207	350800	175200	526000	526000	18	4.01	2	689300	100	478000	1167300	102	A102Y	CL	20	1995	1	A	99Y	2848	410	07/16/97	855000	300	137				
66	4	2	201	615900	1698800	2314700	2314700	19	3.01	2	689300	100	594500	1193800	102	A102Y	CL	20	1995	1	A	99Y	2848	410	07/16/97	855000	300	137				
66	13	2	201	615900	1698800	2314700	2314700	19	3.01	2	718700	100	718700	100	616500	200	A200Y	CL	20	1999	0	A	100Y	4091	176	02/26/98	740000	181	97			
69	15	2	206	549300	233400	782700	782700	107	9.01	2	615900	95	1698800	2314700	201	A201Y	CL	20	1900	10	G	100Y	5767	401	03/17/98	2350000	390	103				
70	19.01	2	207	350600	482200	832800	832800	32	23	2	451400	205	278600	730000	202	A202Y	CL	19	1980	8	A	92Y	2674	273	05/06/98	710000	266	103				
78	4.01	2	100	563300	289500	852800	852800	8	10	2	350800	100	191500	542300	203	A203Y	CL	18.5	1962	7	A	94Y	1898	286	07/31/98	540000	285	100				
88	1	2	100	2552000	1161200	3713200	3713200	31	10	2	350800	100	198700	549500	203	A203Y	CL	18	1981	10	A	90Y	2140	257	01/07/98	432000	252	127				
107	9.01	2	200	616500	942300	1558800	1558800	19	8	2	350800	100	130700	481500	203	A203Y	CL	18	1925	38	A	56Y	2215	217	06/25/97	985000	219	99				
108	1	2	100	748700	442100	1190800	1190800	54	10	2	724800	100	879900	1604700	205	A205Y	CL	20	1900	30	A	67Y	6457	249	10/16/98	910000	141	176				
122	2	2	100	656400	163300	819700	819700	60	3	2	349200	100	171200	520400	207	A207Y	CL	18.5	1900	38	A	59Y	1824	285	03/06/98	510000	280	102				
136	1	2	300	476500	446900	923400	923400	60	7	2	350800	100	173200	520600	207	A207Y	CL	18	1900	30	G	74Y	1995	264	09/15/97	525000	263	100				
144	2	300	714200	272400	467800	467800	467800	70	19.01	2	350600	95	482200	832800	207	A207Y	CL	20	1997	0	A	100Y	3128	266	06/09/97	740711	237	112				
798100								144	10	2	363000	90	181300	543300	208	A208Y	CL	18.5	1950	27	A	71Y	2244	243	05/29/97	519000	230	106				
081500								140	1	2	468000	100	529500	997500	300	A300Y	CL	18	1968	10	G	100Y	2657	370	09/09/98	1050000	389	95				
997500								136	3	2	476500	90	477900	954400	300	A300Y	CL	20	1910	28	A	65Y	4499	212	10/28/98	950000	211	100				
490000								544300	31	9	2	333300	95	211400	544700	203	A203Y	CY	18	1981	10	A	90Y	2391	228	01/15/97	439000	184	124			
595000								595000	8	14.01	2	411000	100	320200	731200	203	A203Y	CY	19	1958	15	A	85Y	3240	226	08/20/97	700000	216	104			
137	5	2	844700	100	236800	1081500	1081500	1081500	100	A100Y	CL	18	1961	20	A	83Y	2904	372	04/09/97	845000	291	128										
18	8	2	350800	100	116900	467700	467700	203	A203Y	CL	18	1950	30	A	64Y	1258	372	09/16/98	465000	370	101											
136	36	2	395000	95	195500	590500	590500	208	A208Y	CL	17.5	1969	18	A	82Y	2236	264	03/17/98	575000	257	103											



THE REVALUATION OF Upper Saddle River

4 Inform

Notification of Value

AS **APPRAISAL SYSTEMS, INC.**
REAL ESTATE APPRAISAL SERVICES

MORRISTOWN OFFICE
8 CATTANO AVENUE
MORRISTOWN, NJ 07960

GLEN ROCK OFFICE
266 HANBROWTOWN ROAD 3RD FLOOR
GLEN ROCK, NJ 07462

BRICK OFFICE
1608 ROUTE 88 SUITE 115
BRICK, NJ 08724

Dear Property Owner:

The revaluation of all property in the Township of Byram has been completed in accordance with the rules and regulations mandated by the State of New Jersey requiring all real property be appraised at its fair market value. We have made a complete analysis of all recent sales in order to accomplish this task and to determine the value of all properties as of October 1, 2008.

We are grateful for the cooperation you have shown while we were undertaking the task of ensuring that everyone is uniformly assessed.

THE FAIR MARKET VALUE OF YOUR PROPERTY IS: \$

This 2009 Revaluation has resulted in a change in your assessed valuation, as noted above. Do not apply the 2008 tax rate to this new proposed assessed value. While the 2009 TAX RATE WILL DECREASE as a result of the revaluation, the increase or decrease of your property taxes cannot be computed until the new tax rate is established in the spring of 2009.

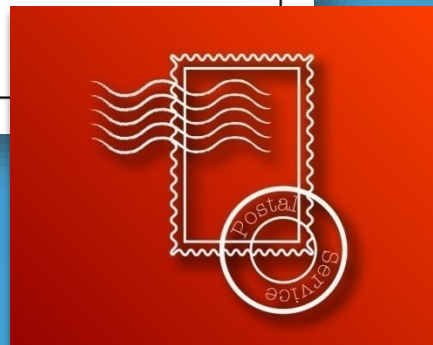
If you desire to meet with one of our representatives to discuss your new 2009 assessed valuation, with respect to the current market value of your property, please call **1-800-994-1999** Monday through Friday from 10 AM to 4 PM in order to schedule an individual meeting. Scheduling must be arranged within ten days of the date of this letter.

These one-on-one conferences are designed to continue the information gathering process and may result in increased, decreased, or unchanged values depending upon the facts relevant to each individual case. No decision can or will be made at the time of your meeting. Appraisal Systems Inc. staff along with the Municipal Assessor will consider the information obtained and notify you by mail with the outcome of the review. The time and location of the appointment will be confirmed at the time of your call.

Sincerely,
APPRAISAL SYSTEMS, INC.


Ernest F. Del Guercio
President

- Mailed to address of record for all property owners.
- Date of mailing depends on the project schedule.
- Mailings usually occur at the end of the year or early into the next year.
- Contains total assessment for property.
- Contains instructions for setting up a meeting to review assessment.



THE REVALUATION OF Upper Saddle River

4 Website

Inform



Appraisal Systems
A PROFESSIONAL CORPORATION



Since 1981, when Ernest F. Del Guercio Sr. founded Appraisal Systems, Inc., the firm has earned the confidence and respect of New Jersey assessors, administrators and elected officials.

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[Click here for our current revaluations](#)

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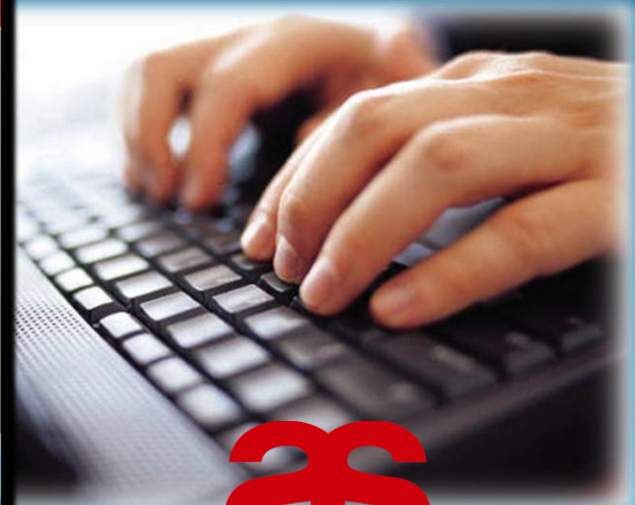
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OUR OFFICES
REVALUATION
APPRAISAL SERVICES
OTHER SERVICES
OUR STAFF
RELATED LINKS
FAQs

APPRAISAL SYSTEMS, INC.





www.asinj.com

- Opportunity to discuss your proposed assessment with a representative of Appraisal Systems.
- One-on-one meeting by appointment.
- Typically takes place in the municipal building.
- Meetings are held Monday-Saturday; Mornings, afternoons & evenings.

[illegible]

THE REVALUATION OF Upper Saddle River

6
Submit

Transmit Final Values to Municipality & County

NOTICE OF PROPERTY TAX ASSESSMENT FOR
THIS NOTICE IS REQUIRED UNDER N.J.S.A. 54:4-38.1

COUNTY = **ESSEX** TWP
BLOCK: LOT: QUAL: PROPERTY LOC:

MAILED: FIRST CLASS MAIL
U.S. POSTAGE PAID
TRENTON, NJ
Permit No. 41

THE ASSESSMENT SHOWN REPRESENTS THE ASSESSMENT WHICH WILL APPEAR ON THE MUNICIPAL TAX LIST FOR **2006** FOR THE PROPERTY IDENTIFIED

LAND: BUILDING: TOTAL:
NET PROPERTY TAXES BILLED FOR **2005 ASSESSMENT** TOTAL:
WTRF:

THIS IS NOT A BILL.
SEE OTHER SIDE FOR
APPEAL INFORMATION.

- Final values sent to Town and County
- All information (data collection forms, property record cards, photographs, neighborhood map, correspondence, database, etc....) is given to Town.
- Official notification of final value from Municipality (via postcard.)



APPEAL INSTRUCTIONS:

If you agree with the assessed value shown, no further action by you is required.

If you disagree with the assessed value shown, an appeal may be filed with the County Board of Taxation. Forms and instruction for filing an appeal may be obtained by contacting the Board at:

Essex County Board of Taxation
50 South Clinton Street
Suite 5200
East Orange, NJ 07018

If the assessed value exceeds \$750,000, you have the option of filing your appeal directly with the Tax Court. Information for filing a complaint with the Tax Court may be obtained by contacting the Tax Court of New Jersey at PO Box 972, Hughes Justice Complex, Trenton, New Jersey 08625.

Assessment appeals must be filed on or before April 1 of the current tax year, or 45 days from the date mailed, as it appears on the front of this notice, whichever date is later.

ADDITIONAL INSTRUCTIONS:

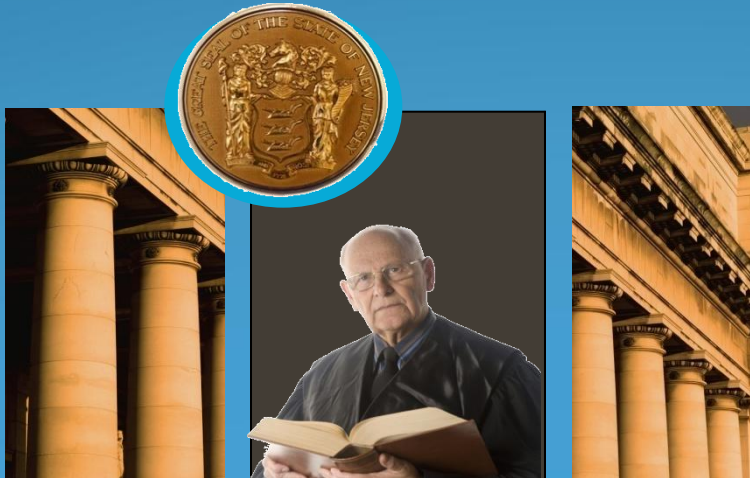
Do not multiply last year's property tax rate by the current year's assessed value to determine taxes for the current year.

THE REVALUATION OF Upper Saddle River

7 Tax Appeal

Defend

- County appeal/State appeal.
- Can not appeal comparing assessments.
- Can not appeal taxes.
- Must prove value by use of comparable sales
- Appeal deadline:
 - May 1 (newly revalued municipalities)
 - April 1 (all others)



Form A-1 (4-02)

Petition of Appeal
Essex County Board of Taxation
84 South Clinton Street, Suite 2300
East Orange, New Jersey 07018
(973) 995-8525

Appeal Number _____

Property Class: _____

NAME OF PETITIONER: _____
(Please type or print)

MAILING ADDRESS: _____
(Please type or print)

BLOCK: _____ LOT: _____ QUALIFIER: _____ Lot Size: _____
Municipality: _____ Property Location: _____
Name, telephone no., fax no. and address of person or attorney to be notified of hearing and judgment if different than above: _____

Filed _____
Checked _____
Fee Paid _____
Notified _____
Held _____
Daytime Telephone Number: _____
()

SECTION I APPEAL OF REAL PROPERTY VALUATION (FILING DEADLINE-SEE INSTRUCTION SHEET)

TAX YEAR: _____

CURRENT ASSESSMENT		REQUESTED ASSESSMENT	
Land	\$ _____	Land	\$ _____
Improvement	\$ _____	Improvement	\$ _____
Abatement	\$ _____	Abatement	\$ _____
Total	\$ _____	Total	\$ _____
Purchase Price \$ _____		Tax Court Pending: YES NO	
Date of Purchase _____			

REASON FOR APPEAL: _____

SECTION II COMPARABLE SALES (See Instruction 9B)

Block/Lot/Qualifier	Property Location	Sale Price	Sale/Deed Date
1. _____	_____	\$ _____	_____
2. _____	_____	\$ _____	_____
3. _____	_____	\$ _____	_____
4. _____	_____	\$ _____	_____
5. _____	_____	\$ _____	_____

SECTION III APPEAL FOR DENIAL OF:

1. ☐ Veterans's Deduction	5. ☐ Veterans 100% Disabled or Surviving Spouse of Veteran
2. ☐ Veterans's/Servicemember's Surviving Spouse Deduction	6. ☐ Farmland Assessment Classification
3. ☐ Senior Citizen Deduction	7. ☐ Abatement or Exemption -Religious, Charitable, etc. (Specify) _____
4. ☐ Disabled Person/Surviving Spouse Deduction	8. ☐ REAP Property Tax Credit

MUNICIPALITY'S REASON FOR DENIAL: _____
(Attach copy of Denial Notice)

WHEREFORE, Petitioner seeks judgment reducing/increasing (circle one) the said assessment(s) to the correct assessable value of the said property and/or granting the requested Deduction, Credit, Farmland Assessment Classification, Exemption or Abatement.

Date _____ Petitioner or Attorney for Petitioner _____

CERTIFICATION OF SERVICE

On _____, 2006, I, the undersigned, served upon the Assessor and the Clerk of _____
(Municipality) or upon the taxpayer, personally or by regular mail or certified mail, a copy of this appeal. I certify that the foregoing statement made by me is true. I am aware that if the foregoing statement is willfully false, I am subject to punishment.

Date _____ Signature _____

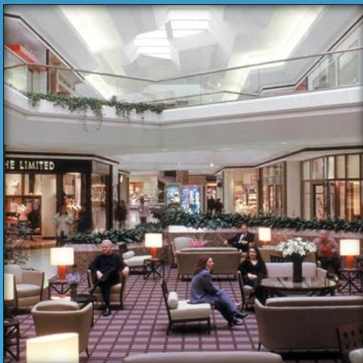
The Director of the Division of Taxation has prescribed this form. No other form will be accepted.
Reproduction of this form is permitted provided it is the same size and content.



THE REVALUATION OF Upper Saddle River

Commercial/Industrial Valuation

- All commercial and industrial properties are valued using three approaches:
 - a. Cost Approach
 - b. Sales Comparison Approach
 - c. Income Capitalization Approach



THE REVALUATION OF Upper Saddle River

Commercial/Industrial Valuation cont....

- Property owners are notified via certified mail which contains a demand for income & expense information.

TOWNSHIP OF SOUTH ORANGE VILLAGE
INCOME & EXPENSE STATEMENT
(Request Made Pursuant to N.J.A.C. 17:27A)

Part I - Owner Information

Block _____ Lot _____ Quad _____
Fiscal Period From: ____/____/____ to: ____/____/____
Prop. Address: _____
Owner: _____
Date this form Completed: _____
Title / Position: _____
Signature: _____
Daytime Phone: _____

Part II - Property Description

(2.1) Is this property (100%) OWNER OCCUPIED? YES ☐ NO ☐
(If the answer to this question is YES, please complete all sections of the form EXCEPT Part III and the attached rental sheet. If the answer is NO, then please fill out the remainder of this statement and the attached rental sheet. Please return all pages and any attachments to the Assessor's Office.)

(2.2) Predominant Use of Building(s): _____ (2.3) Year of Construction: _____
(2.4) Year of Latest Major Renovation (over \$25,000): _____ (2.5) Cost: _____
(2.6) Description of Work: _____
(2.7) Avg. Story Height of Building (feet): _____ (2.8) Total Floor Area of Building: _____
(2.9) Gross Floor Area (square footage) of Building(s) by Section: _____
RETAIL: _____ OFFICE: _____ WORK/INDUS.: _____
MANUFACT.: _____ BANK: _____ RECREATION: _____
LABORATORY: _____ OTHER: _____

(2.10) Total Sq Ft area of basement: _____ (2.11) Sq Ft of Basement Finish: _____
(2.12) Elevator: YES ☐ NO ☐ (2.13) Sprinklers: YES ☐ NO ☐
(2.14) Total number of RENTAL UNITS (offices, stores, etc.): _____
(2.15) Annual percent vacancy (Avg. over past 3 years): _____ (2.16) Is This Typical: _____
(2.17) Do any of the subsequent income and expense figures for the above stated reporting period differ significantly from the property's normal operating experience: YES ☐ NO ☐
If yes, please explain: _____

Office of the Tax Assessor

PART III - STATEMENT OF INCOME (please read guidelines first) RE: _____ LT: _____ OR: _____

Potential Gross Income _____
Refers to the total annual income from the rental of space assuming that all space is 100% occupied. The fair rental value of space occupied by the owner and/or building manager would be included.

Expense Pass-Through _____
Refers to income that is received for additional charges to tenants. A property owner may be reimbursed for costs such as insurance, taxes, utilities, and other items that may be specified under the lease.

Overage Rent _____
Any percentage rent paid over and above the base annual rental.

Other Income _____
Refers to income from services that are related to the operation of the real estate. Examples of this would include income from laundry and vending machines, parking lots, billboards, cellular towers or service, etc.

POTENTIAL GROSS INCOME (At 100% Occupancy)

(3.1) Potential Gross Income: _____
(3.2) Expense Pass-Through: _____
(3.3) Overage Rent: _____
(3.4) Other Income: _____
(3.5) Total Pot. Gross Income (add lines 3.1 - 3.4): _____
(3.6) Total of ACTUAL INCOME RECEIVED during the stated reporting period: _____

PART IV - STATEMENT OF EXPENSES (please read guidelines first)

Expenses _____
Refers to the periodic expenditures that are necessary to maintain the real property and continue the production of income. An alphabetic listing of typical expense items is provided to aid you in completing this section. Be sure that the expenses listed apply only to the operation of the real estate. If an expense item is not listed, space is provided under "Other Expense".

DO NOT _____
List expenses such as mortgage interest and amortization, depreciation, income or corporate taxes, capital expenditures, and salaries that are not attributable to the operation of the real estate.

EXPENSE ITEMS

EXPENSE ITEMS	AMOUNT (\$)	EXPENSE ITEMS	AMOUNT (\$)
(4.1) Advertising		(4.11) Bad Debt Reserve	
(4.2) Administration		(4.12) Security	
(4.3) Deterioration		(4.13) Sewer	
(4.4) Electric		(4.14) Snow Removal (?)	
(4.5) Elevator Repair/Maint		(4.15) Supplies (office, cleaning)	
(4.6) Fuel		(4.16) Water	
(4.7) Insurance (fire)			
(4.8) Insurance (all other)			
(4.9) Janitorial			
(4.10) Landscaping/Maintenance			
(4.11) Legal/Attorney			
(4.12) Management			
(4.13) Repairs & Maint. Building			
(4.14) Repairs & Maint. Grounds			
(4.15) Rent/Lease (?)			
(4.16) Rent/Lease (?)			

OTHER EXPENSE ITEMS (Describe) _____
(4.17) _____
(4.18) _____
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(4.95) _____
(4.96) _____
(4.97) _____
(4.98) _____
(4.99) _____
(4.100) _____

Net Operating Expenses _____
Please Complete Attached Rental Information Sheet for Tenants

Office of the Tax Assessor

RENTAL INFORMATION SHEET (Page 1 of 1) RE: _____ LT: _____ OR: _____

Please copy this form before you begin if you have more than 8 tenants (see back). You may submit a copy of the LEASES in lieu of completing this form. Please fill out all appropriate sections for each tenant. Refer to the notes 1 at the bottom of this form. If there are more than 8 units, please submit a copy of the rent roll in addition to completing the below information.

(1) Tenant's Name (or trade name)	(2) Lease Date (or Yr)	(3) Term (or Yr)	(4) Unit No., P.T.	(5) Type of Space (S)	(6) Annual Rent	(7) RENT Per Sq Ft.
Who Pays The Expenses?	1 = Tenant 2 = Landlord 3 = Split	Options: P = Yes F = No	Annual Rent Increases (if applicable)	2 Mo. Free Rent	Work Letter (4)	
Yes	File	Way	How	CAM		

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Yes	File	Way	How	CAM		

CAUTION & INSTRUCTIONS:

(1) Unit: Location of unit in building. B = Basement, I,2,3 = Floor No., E = Entire Bldg.
(2) Designation: N = New Tenant, R = Re-negotiated Lease, O = Option Renewal
(3) Type of Space: R = Retail, O = Office, W = Warehouse, M = Manufact., B = Bank, L = Lab.
G = Gas Auto, P = Auto, C = Common Area Maintenance Charges
(4) Work Letter: What was the amount of money (\$) allotted to the tenant to fix-up the rental space.
General Note: CAM = Common Area Maintenance Charges

Office of the Tax Assessor

SENATE, No. 309
STATE OF NEW JERSEY
PRE-FILED FOR INTRODUCTION IN THE
1976 SESSION
By Senator Ewing

[§ 94-913]

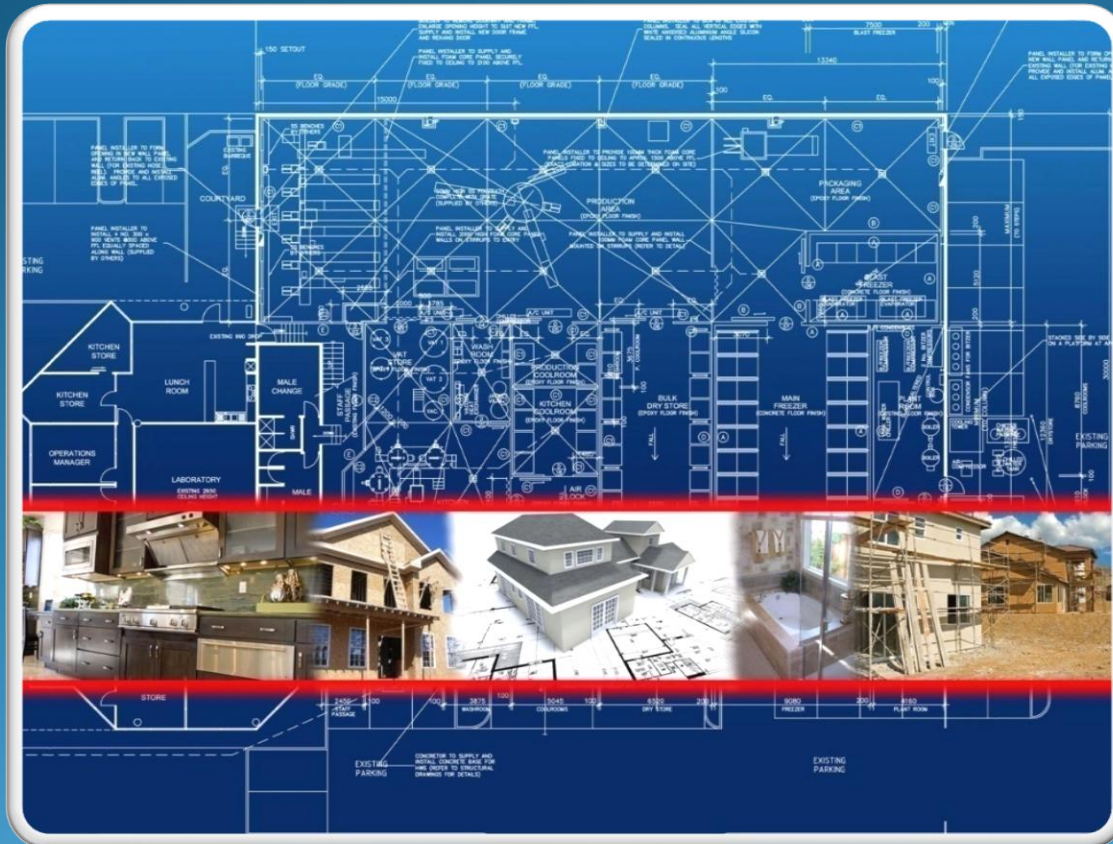
Sec. 54-4.34. Statement by owner; examination by assessor. Every owner of real property of the taxing district shall, on written request of the assessor, made by certified mail, render a full and true account of his name and real property and the income therefrom, in the case of income-producing property, and produce his title papers, and he may be examined on oath by the assessor, and if he shall fail or refuse to respond to the written request of the assessor within 45 days of such request, or to testify on oath when required, or shall render a false or fraudulent account, the assessor shall value his property at such amount as he may, from any information in his possession or available to him, reasonably determine to be the full and fair value thereof. No appeal shall be heard from the assessor's valuation and assessment with respect to income-producing property where the owner has failed or refused to respond to such written request for information within 45 days of such request or to testify on oath when required, or shall have rendered a false or fraudulent account. The county board of taxation may impose such terms and conditions for furnishing the requested information where it appears that the owner, for good cause shown, could not furnish the information within the required period of time. In making such written request for information pursuant to this section the assessor shall enclose therewith a copy of this section.

(As amended by Ch. 51, Laws 1960-22, §1, Laws 1975, effective May 16, 1975)



THE REVALUATION OF Upper Saddle River

Properties Under Construction



- All properties will be valued as of their condition on October 1, of the pre-tax year.
- A property is considered to be taxable when it is "ready for its intended use."
- The assessor will revisit the property upon completion and subject it to the Added Assessment list.

THE REVALUATION OF Upper Saddle River

Project updates and assessment information

(when completed) available on the Upper Saddle River page of our website



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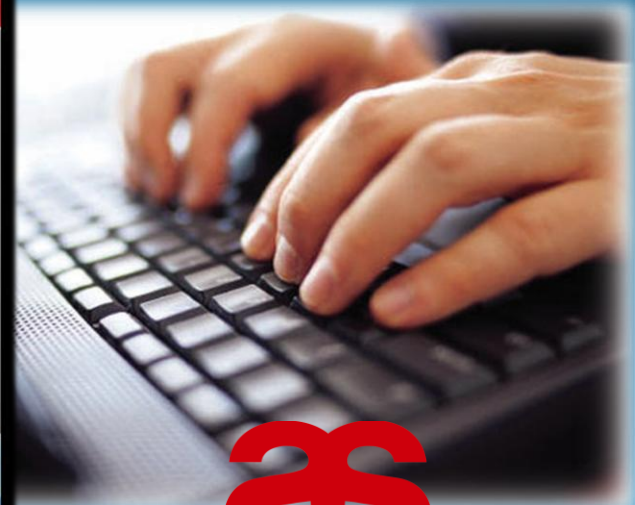
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