

Disaster Relief Data Collection Worksheet

Block: _____ County: _____
 Lot: _____ District: _____
 Qual: _____ Map Page: _____ Property Class: _____
 Property Location: _____
 Owner's Name: _____

Assessment Reduction Code Guidelines			
Observed (place X to Code)	Special Tax Code	Description	Assessment Reduction
	H71	Minimal Basement Flooding	5% reduction to Improvement Assessment
	H72	Moderate Basement Flooding	10% reduction to Improvement Assessment
	H73	Moderate 1st Floor Flooding	15% reduction to Improvement Assessment
	H74	Significant 1st Floor Flooding	30% reduction to Improvement Assessment
	H81	Minimal Structural Damage	5% reduction to Improvement Assessment
	H82	Moderate Structural Damage	20% reduction to Improvement Assessment
	H83	Significant Structural Damage	60% reduction to Improvement Assessment
	H84	Extreme Structural Damage	90% reduction to Improvement Assessment
	H85	Total Structural Damage	100% reduction to Improvement Assessment
	H86	Accessory Damage Only	Manual reduction required in CAMA
	H91	External Obsolescence	10% reduction to Land Assessment
	H92	External Obsolescence	25% reduction to Land Assessment
	H93	External Obsolescence	50% reduction to Land Assessment

Date Inspected: _____ NO DAMAGE OBSERVED
 Inspector Name: _____ INTERIOR INSPECTION
 Inspector Notes: _____

Date Photographed _____
 Date Photograph uploaded _____
 Date Worksheet entered _____
 Worksheet entered by _____

For Official Use Only	
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Assessor Signature _____	
Date _____	

Disaster Relief Data Collection Form

Instructions for Use

1. This data collection form (DRWS) and the associated MODIV coding will provide a tracking tool to estimate losses to ratable bases due to Superstorm Sandy.
2. Use of this form is limited to data collection for assessment reductions due to real property damage caused by Superstorm Sandy. All material depreciation as a result of Sandy must be reflected on the 2013 tax list by use of this form and the associated codes. Photographic support must be included.
3. Special MODIV Tax Codes are designated for affected improvement and external land valuation scenarios. The designations serve as guidelines to ensure all property owners are treated fairly and uniformly within your town/county.
4. Codes must be entered in the Special Tax Code Fields of MODIV. The percentage associated with the selected code is automatically reduced except when using H86. MODIV vendors are making the needed accommodations to effect the automatic assessment reduction.
5. H86 should only be used when there is no damage to the principal structure, but to accessory structures. Examples (Detached structures – sheds, garages, docks, bulkhead damage). When H86 is used, there is *no automatic* % reduction to improvement assessment. Assessors must adjust assessments of accessory structures in CAMA manually. H86 must be entered in MODIV to indicate an assessment reduction was made as a result of Sandy.

Resources to assist in identifying affected properties: FEMA, Code Enforcement, Construction Officials, EMS, Public Safety Officials, etc.

Questions regarding the use of this form should be directed to your County Tax Administrator or the Division of Taxation.

Questions regarding MODIV entry should be directed to your MODIV vendor or to Nichole Carthan, LPT Information Services at 609-633-3721, Nichole.Carthan@treas.state.nj.us.

N.J.S.A 54:4-35.1 Material depreciation of structure between October 1 and January 1; determination of value - When any parcel of real property contains any building or other structure which has been destroyed, consumed by fire, demolished, or altered in such a way that its value has materially depreciated, either intentionally or by the action of storm, fire, cyclone, tornado, or earthquake, or other casualty, which depreciation of value occurred after October first in any year and before January first of the following year, the assessor shall, upon notice thereof being given to him by the property owner prior to January tenth of said year, and after examination and inquiry, determine the value of such parcel of real property as of said January first, and assess the same according to such value.

NOTE: As improvements are repaired or rebuilt, added assessments must be applied.