

Refer to Instructions for Definitions

ECONOMIC UNIT IDENTIFICATION: \*FILE A SEPARATE AR20 FOR EACH EUN\*

List all separately-assessed tax parcels on the same or adjacent blocks that constitute an economic unit; list in numerical order:

Table with 4 columns: Parcel number (section, block, lot, lot suffix), house # and street or description, from unit, to unit. Includes multiple rows for listing parcels.

Economic Unit No. \_\_\_\_\_  If ARC schedule does not agree with above list

ARC Information Due Date \_\_\_\_\_ Conference requested:  Yes  No

Taxpayer-applicant's name \_\_\_\_\_

Form:  Individual  Limited liability company  Partnership  Trust  Publicly-traded corporation  Other corporation

Relation to property:  Owner of record  Lessee of entire property  Other: \_\_\_\_\_

Property owners (if taxpayer is not sole owner) \_\_\_\_\_

REQUESTED ASSESSMENTS (for discussion purposes only):

Table with 4 columns: Roll Year, Assessed value, Requested assessment, Requested reduction. Includes 5 rows for data entry.

CONTACT INFORMATION:

Firm name \_\_\_\_\_ Nassau County No. \_\_\_\_\_

Attention \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

PROPERTY INFORMATION:

Year acquired \_\_\_\_\_ Price \$ \_\_\_\_\_ Was this an arms-length sale?  Yes  No Year built \_\_\_\_\_

Is property offered for sale or under contract?  Yes  No Price \$ \_\_\_\_\_

Has any construction or alteration been started or completed in past 3 years?  Yes  No. Cost as of Jan. 2 \$ \_\_\_\_\_

Has the rentable floor area been expanded by building up or out, or by converting mechanical or common areas?  Yes  No

Is part of the property rented or offered for rent (other than to the applicant or related individuals or businesses)?  Yes  No

Approximate number of tenants: Retail \_\_\_\_\_ Office \_\_\_\_\_ Industrial \_\_\_\_\_ Apts. \_\_\_\_\_ Other \_\_\_\_\_

**AR20 (page 2)** Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ (first lot only)

Is any commercial space leased for a term of a year or more?  Yes  No. Number of new leases in past 3 years \_\_\_\_\_

Is the property used by the taxpayer's family or business?  All  None  Part: \_\_\_\_\_

Describe use by taxpayer, including any trade names \_\_\_\_\_

Is there a plan of correction of: Environmental contamination?  Yes  No. Structural defects or code violations?  Yes  No

Has new or additional mortgage debt been placed on the property during the past three years?  Yes  No If yes, specify:

Total debt \$ \_\_\_\_\_ Term (months) \_\_\_\_\_ Rate \_\_\_\_\_ %

Other facts \_\_\_\_\_

**LIST OF ATTACHMENTS (check off and describe attached documents):**

1.  Authorization to file application for correction for current year
2.  Answers to *Property Information* questions (if not answered above or via *AROW*)
3.  Floor area and use breakdown for entirely owner-occupied or vacant property
4.  Rent roll (commercial property) Period covered \_\_\_\_\_
5.  Lease abstracts (commercial tenants) Period covered \_\_\_\_\_
6.  Lease abstract (applicant-lessee) Lease term \_\_\_\_\_
7.  Rent roll (apartments) Year \_\_\_\_\_
8.  ETPA Annual Registration Summary Year \_\_\_\_\_
9.  Coop/condo prospectus, last amendment Amendment # \_\_\_\_\_
10.  Coop/condo sponsor rent roll Year \_\_\_\_\_
11.  Financial statements (coop/condo) Period covered \_\_\_\_\_
12.  Financial statements (rental property) Period covered \_\_\_\_\_
13.  Financial statements (business use) Period covered \_\_\_\_\_
14.  Gross receipts (store, theater, restaurant) Period covered \_\_\_\_\_
15.  Gallons of gasoline sold Period covered \_\_\_\_\_
16.  Construction costs and permit application Start & end dates \_\_\_\_\_
17.  Plan for major repairs or environmental cleanup Start & end dates \_\_\_\_\_
18.  Mortgage note Date \_\_\_\_\_
19.  Sales: Sale 1 date \_\_\_\_\_ Sale 2 date \_\_\_\_\_
  - a.  Contract of sale  Contract of sale
  - b.  Closing statement  Closing statement  Listing agreement
20.  Note of Issue
21.  Substitution of Attorney
22.  Stipulation of Discontinuance
23.  \_\_\_\_\_
24.  \_\_\_\_\_

Prior submission to  ARC or  County Attorney date \_\_\_\_\_ for period \_\_\_\_\_

**\*FILE A SEPRATE AR20 FOR EACH EUN, PUT THE LOWEST LOT FIRST\***