

Account Transfer Form

Send Completed form to the lead in the section the account is transferring to

Account # 345492 Map-Tax-Lot 071W010000401 Date of Request: 2/1/2024

Section From: RES Prop Class: 490 RMV Class: 490

Section To: RURAL Prop Class: 550 RMV Class: 450

Sending Section

Person Requesting Transfer: CWO

Reason For Transfer:

Property has been approved for farm use special assessment for 24-25

Lead Review of Transfer: SR

Clerk Transferring Account: MBH

Open Workflows Finalized

Current Year Workflow Created*

*Operation = Account Transfer, Task Type = Account Review, Comment Includes Reason for Transfer, Assigned to Receiving Lead

Red Tag/Future Workflow Created

Receiving Section Notified of Transfer: Email In person Account Note Added**

** Notify Box is Checked

Receiving Section

Red Tag/Future Workflow Prop Class Updated: NA Account Note Updated***

*** Notify Box is UnChecked

Lead Appraiser Receiving Account: WW Clerk Receiving Account: AK

New Changing Information:

Comments:

Send to CWO to apply special assessment after account transfer. Create unit with 345492, 520760 & 520777

Franchise Appraiser: M HAMILTON

MASANh: 03/06/000

Account Added to Tracker: Yes No

Land Use Code: REST 005

Data Collector collects from sending section: Apex Plans Permit

Related Accounts Affected: _____

Date Completed: 2-22-24 Workflow: MASANh Fragments Updated Prop Class Last Inspection Date RMV Class Inspection Level

Transfer Form Scanned to Laserfiche