

Monongalia County Assessor's Office
Court House, 243 High Street, Ste 335
Morgantown, WV 26505-5427
Phone: (304) 291-7279
SALES VALIDATION QUESTIONNAIRE

Please return this form within 10 days. Failure to do so may result in an incorrect assessment.

One of the responsibilities of the County Assessor is to validate every sale that takes place in the county. Our real estate department has received records from the County Clerk's Office that indicate you have recently obtained real estate in Monongalia County. Please answer the following questions and return this form in the envelope provided. Your cooperation is greatly appreciated.

Property Description

Parcel is (check all that apply): ☐ Vacant ☐ Improved (i.e. with building) ☐ Farm Use ☐ Minerals Included

Will this property be used and occupied by deeded-owner, exclusively for residential purposes? ☐ Yes ☐ No

If no, what is the intended use? (e.g. rental) _____

Business name (if applicable): _____

Structures on Property

Improvements made since purchase of the property: ☐ Construction ☐ Demolition ☐ None

Amount: \$ _____ Completion Date: _____ Description: _____

Will you be making improvements (i.e. additions, finished basement):

Amount: \$ _____ Start date: _____ Description: _____

Sales Data:

Purchased through: ☐ Realtor ☐ For Sale by Owner ☐ Transfer Between Relative/Related Business ☐ Auction

If For Sale by Owner, was the property exposed to the Open Market (i.e. advertised or posted for the public to view for a period of time): ☐ Yes ☐ No

Do you consider the total sale price to be market value of the real estate as of the sale date? ☐ Yes ☐ No

If no, explain: _____

Were there any personal property items included in this sale? (i.e. vehicles, farm machinery, etc.): ☐ Yes ☐ No

Did you buy this property to protect your own interest? ☐ Yes ☐ No

If yes, explain: _____

Were you compelled to purchase this property or do you feel the seller was compelled to sell? ☐ Yes ☐ No

If yes, explain: _____

Are you 65 years of age or older or totally disabled? ☐ Yes ☐ No

If yes, please contact this office for information regarding the Homestead Exemption. (304) 284-7307

Are you a new resident of Monongalia County? ☐ Yes ☐ No

PLEASE COMPLETE THE FOLLOWING:

Name: _____

Physical Address: _____

Phone: (Day) _____ (Evening) _____

E-mail Address: _____

Mailing Address (only if different from Physical Address): _____

Thank you for your cooperation in this matter. If you have any questions, please call (304) 291-7279. Please notify us of any address changes as soon as possible to insure correct mailings for tax bills sent out in July of each year.

Date: _____

Signature: _____

FOR OFFICE USE ONLY:

District: _____

Deed Book: _____ Page: _____

Map: _____

Date Recorded: _____

Parcel: _____

Date Mailed: _____

Legal Description: _____