**REAL PROPERTY FIELD APPRAISAL & ASSESSMENT SHEET- BUILDING &**

**OTHER IMPROVEMENTS**

|  |  |
| --- | --- |
|  | TRANSACTION CODE: <transaction\_code> |

|  |  |
| --- | --- |
| ARP No. <arp\_no> | PIN: <pin> |
| Owner: <owner\_names>  Address: <owner\_addresses>  Tel No.: <owner\_contact\_nos> | TIN: <owner\_tins> |
| Administrator/Beneficial User: <administrator\_names>  Address: <administrator\_addresses>  Tel No.: <administrator\_contact\_nos> | TIN: <administrator\_tins> |

|  |  |  |
| --- | --- | --- |
| **BUILDING LOCATION** | **LAND REFERENCE** | |
| No./Street: <street\_no> | Owner: <land\_owner> | |
| Brgy/District: <barangay\_district> | OCT/TCT/CLOA No. <land\_oct\_tct\_no> | Survey No. <land\_survey\_no> |
| Lot No. <land\_lot\_no> | Blk. No.: <land\_block\_no> |
| Municipality: <municipality> | TD/ARP No. <land\_arp\_no> | |
| Province/City: <province\_city> | Area: <land\_area> | |

**GENERAL DESCRIPTION**

|  |  |  |
| --- | --- | --- |
| Kind of Bldg.: <kind\_of\_building> | | Bldg. Age: <building\_age> |
| Structural Type: <structural\_type> | | No. of Storeys: <no\_of\_storeys> |
| Bldg. Permit No. <building\_permit\_no> | Date Issued: <permit\_issue\_date> | Area of 1st flr.: <floor1\_area> |
| Condominium Certificate of Title (CCT) <condominium\_certificate> | | Area of 2nd flr.: <floor2\_area> |
| Certificate of Completion Issued On: <completion\_issue\_date> | | Area of 3rd flr.: <floor3\_area> |
| Certificate of Occupancy Issued On: <occupancy\_issue\_date> | | Area of 4th flr.: <floor4\_area> |
| Date Constructed/Completed: <date\_constructed> | |  |
| Date Occupied: <date\_occupied> | | Total Floor Area: <total\_floor\_area> |

**FLOOR PLAN**

|  |
| --- |
| Attach the building plan or sketch of floor plan. A photograph may also be attached if necessary |

**STRUCTURAL MATERIALS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ROOF | | FLOORING | 1st Flr. | 2nd Flr. | 3rd Flr. | 4th Flr. | Walls & Partitions | 1st Flr. | 2nd Flr. | 3rd Flr. | 4th Flr. |
| Reinforced Concrete |  | Reinforced Concrete (for upper floors) |  |  |  |  | Reinforced Concrete |  |  |  |  |
| Tiles |  | Plain Cement |  |  |  |  | Plain Cement |  |  |  |  |
| G.I. Sheet |  | Marble |  |  |  |  | Wood |  |  |  |  |
| Aluminum |  | Wood |  |  |  |  | CHB |  |  |  |  |
| Asbestos |  | Tiles |  |  |  |  | G.I. Sheet |  |  |  |  |
| Long Span |  | Others (Specify) |  |  |  |  | Build-a-wall |  |  |  |  |
| Concrete Desk |  |  |  |  |  |  | Sawali |  |  |  |  |
| Nipa/Anahaw/Cogon |  |  |  |  |  |  | Bamboo |  |  |  |  |
| Other (Specify) |  |  |  |  |  |  | Other (Specify) |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

**ADDITIONAL ITEMS:** (Use additional sheet if necessary)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**PROPERTY APPRAISAL**

|  |  |
| --- | --- |
| Unit Construction Cost: P <bc\_unit\_construction\_cost> / sq.m.  Building Core: (Use additional sheets if necessary) | Cost of Additional Items: |
| **Sub-Total: P**  **<bc\_sub\_total>** | **Sub-Total**  **Total Construction Cost: P <ad\_sub\_total>** |
| Depreciation Rate: <depreciation\_rate> | Total % Depreciation: <total\_percent\_depreciation> |
| Depreciation Cost: <depreciation\_cost> | Market Value: P <depreciated\_market\_value> |

**PROPERTY ASSESSMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| Actual Use | Market Value | Assessment Level | Assessed Value |
| <pa\_actual\_use> | P <pa\_market\_value> | <pa\_assessment\_level> | P <pa\_assessed\_value> |
|  |  |  |  |
|  |  |  |  |
| Total | P | Total | P <pa\_total\_assessed\_value> |
| Taxable  Exempt | Effectivity of Assessment/Reassessment: Qtr <pa\_effectivity\_assess\_quarter> Yr. <pa\_effectivity\_assess\_year> | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **APPRAISED/ASSESSED BY:**  **APPROVAL:** | | **RECOMMENDING** | | |
| \_\_\_\_<appraised\_by>\_\_\_\_  *Name* | <appraised\_by\_date>  *Date* | \_\_\_\_<recommending>\_\_\_\_  *Name* | | <recommending\_date>  *Date* | |
| **APPROVED BY:** | \_\_\_\_<approved\_by>\_\_\_\_  *Provincial/City/Municipal Assessor* | | <approved\_by\_date>  *Date* | | |

|  |
| --- |
| **MEMORANDA:** <memoranda> |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date of Entry in the Record of Assessment:** | <date\_created> | By: | <entry\_by>  *Name* |

**RECORD OF SUPERSEDED ASSESSMENT**

|  |  |  |
| --- | --- | --- |
| PIN: <superseded\_pin> | | |
| ARP No. <superseded\_arp\_no> | TD No. <superseded\_td\_no> | |
| Total Assessed Value: <superseded\_total\_assessed\_value> | | |
| Previous Owner: <superseded\_previous\_owner> | | |
| Effectivity of Assessment: <superseded\_effectivity\_assess> | | |
| Recording Person: <superseded\_recording\_personnel> | | Date: <superseded\_date> |