

HARVEY COUNTY KANSAS REAL ESTATE DATA QUESTIONNAIRE

Owner Name: _____ Quick Ref #: _____
 Property Address: _____

1. Year Built: _____ Check, if estimated:
2. Story Height: _____
3. Attic/Upper Level
 - a. Is there a permanent staircase? _____
 - b. If yes, living area (sq ft) _____
 - c. If yes, unfinished area (sq ft) _____
4. Heating
 - a. System Type: _____
 - b. Fuel Type: _____
5. Air Conditioning: _____
6. Room Count (Please enter quantity):

	Basement	Main Floor	2nd Floor	3rd Floor
Bedrooms				
Full Baths				
¾ Baths				
½ Baths				
Family Room				
Other Rooms				

7. Additional Plumbing Fixtures:
 Laundry Sink Dbl Vanity Spa Tub Wet Bar Other _____
8. Basement:
 - a. Is basement finished? _____
 - b. If yes, what is the size of the finished area? _____ sq ft OR _____ ft wide by _____ ft long
 - c. Please select the type of basement finish that applies:
 - i. Walls: _____ If other: _____
 - ii. Ceiling: _____ If other: _____
 - iii. Floor: _____ If other: _____
 - d. Is the quality of finish similar to the main living area? _____
9. Fireplaces (Quantity):
 Brick/Stone ____ Prefabricated Built-in Units ____ Free Standing ____ Direct Vent ____
10. Additions/Renovations (please describe): _____
 a. Cost: _____ Date: _____
11. Is this a rental property? _____
 a. If yes, monthly rent: _____ Are utilities included in rent? _____
12. Additional comments: _____
13. Weekday phone number between 8:00 a.m. and 5:00 p.m. _____
14. Name of person completing form: _____
15. Please select from the following: _____



The Harvey County Appraiser's Office is required by law to appraise all residential property at fair market value. In order to do that, it is important that we have accurate information upon which to base our appraisals. Since we do not conduct interior inspections (unless requested by owner), we must rely upon information provided by the owner/occupant. Please assist us in our effort by filling out the questionnaire within 10 days. In the absence of such input from you, it will be necessary to estimate the interior features. We appreciate your cooperation. It will help to insure uniform and equitable appraisals for all homeowners.

INSTRUCTIONS

1. **Year Built** – Write the year that the main structure of the home was built. Check estimated, if you are unsure of the exact year.
2. **Story Height** – The number of levels of living area above ground.
3. **Attic/Upper Level** – Attic is described as the area above the main living area. Check whether or not the upper area has a permanent staircase for access. List approximate or actual square footage of livable space and/or unfinished space.
4. **Heating** – Check the listing that best describes the fuel type and system type that is the main heating source.
5. **Air Conditioning** – Check the listing that best describes the type of cooling system for the dwelling.
6. **Room Counts** – List the number of each type of room on each floor. Bedroom does include bedrooms that are being used for other purposes (i.e., den, office, storage, etc.). A Family Room is a room in addition to the Living Room. Other Rooms can be Media Rooms, Bonus Rooms, etc.
7. **Additional Plumbing Fixtures** – Check any box that applies
8. **Basement** – Answer Yes or No if the basement is finished, then list the size in square foot (can be approximate) or dimensions if known. In the dropdown boxes answer what the walls, ceiling and floors consist of. Then answer whether the finish is similar to the main floor.
9. **Fireplaces** – List the number of each type of fireplace. Count each fireplace opening as a separate unit.
10. **Additions/Renovations** – Include the date and cost of rooms added to the original dwelling. Renovation might include reconfiguration of the interior to add a bathroom without changing the exterior.
11. **Rental Property** – This information is voluntary and the information will remain in the office only, the information will not be published on the website.
12. **Additional Comments** –
13. **Phone Number** – Please enter weekday phone number