



# ST. JOSEPH COUNTY

ESTABLISHED 1830

St. Joseph County Assessor's Office

## Residential Rental Questionnaire

Revision Date: 04/20/2023

**\*\*\* CONFIDENTIAL INFORMATION \*\*\***

Owner Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Rental/Property Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

### Property Classification

Indicate the classification that matches your rental property by entering "X"

House/Condo	Townhouse	Mobile Home	Duplex	Triplex	Multifamily

### Property Information

	Unit 1	Unit 2	Unit 3	Unit 4
Unit Address (If multiple units):				
Unit Square Feet:				
Year Built:				
Number of Bedrooms (per unit):				
Number of Bathrooms (per unit):				
Utilities included? (Y or N)				
Garage (Y or N) If Y denote Attached (ATT) or Detached (DET)				

Date of Purchase: \_\_\_\_\_

Purchase Price: \_\_\_\_\_

### Additional Information

Is a copy of the current lease (within the last 18 months) attached?

If no lease in place, is the most recent Federal Income Tax Return (Schedule E, Form 8825) attached?

Are there structural issues with the property?

If yes, are detailed estimates, photos, etc. attached?

Yes	No

**Tenant Information**

Is this property "Rent to Own"?

If yes, is the tenant responsible for the real estate taxes?

Is this property also the owner's primary residence?

Is the current tenant a family member/friend?

Is this property a short-term (under 30 days) rental?

Yes	No

**Financial Information**

	Unit 1	Unit 2	Unit 3	Unit 4
Monthly Rent (per unit)				
Utilities Paid by Owner as part of lease (monthly estimate)				

**Taxpayer Signature**

I swear and affirm under the pains and penalties for perjury that the foregoing information is true, accurate, and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

YOU MAY RETURN THE FORM VIA:

MAIL: ST. JOSEPH COUNTY ASSESSOR'S OFFICE, 3<sup>RD</sup> FL COUNTY-CITY BUILDING, 227 W JEFFERSON BLVD, SOUTH BEND, IN 46601

FAX: 574-235-9019

EMAIL: [APPEALSDEP@SJCINDIANA.COM](mailto:APPEALSDEP@SJCINDIANA.COM)

**Questions? Please call: (574) 235-9523**

*Per IC 6-1.1-35-9, any information pertaining to income and expenses is constitutionally protected and will remain confidential.*

*Per IC 6-1.1-4-39(b-d), the assessor is required to evaluate value using the Gross Rent Multiplier (GRM) method as well as market. The GRM will be compared to the Market Value for the future assessment year and the lower of the two values will be assigned as the assessed value.*