

Account Transfer Form

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

Account # 328556 Map-Tax-Lot 106E22B000301 Date of Request: 7/24/2024

Section From: RES Prop Class: 491 RMV Class: 491

Section To: RUR Prop Class: 641 401 RMV Class: 491 401

Sending Section

Person Requesting Transfer: CWO

Reason For Transfer:

ACCOUNT IS SPECIAL ASSESSED WITH DFL WW

Lead Review of Transfer: SR

Clerk Transferring Account: MBH

Open Workflows Finalized

Current Year Workflow Created*

*Operation = Account Transfer, Task Type = 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: Use F/F approval workflow in CWO queue.
Change to Acct Xfer, then create new W/F

Franchise Appraiser: C Luke

MASANh: 01/06/000

Account Added to Tracker: Yes No

Land Use Code: 004

Data Collector collects from sending section: Apex Plans Permit

Related Accounts Affected: _____

Date Completed: 7-29-24

Workflow: MASANh Fragments Updated
 Prop Class Last Inspection Date
 RMV Class Inspection Level

Transfer Form Scanned to Laserfiche