

# ACCOUNT TRANSFER FORM

Account Number:

Map Tax Lot:

To transfer an account from one section to another please fill out the following form. When completed, give the form to the lead in the section the account is transferring to.

Date of Request:

Transfer From (section):

Prop Class:

Transfer To (section):

Prop Class:

Reason for Transfer:

Change of Use Confirmed?:  Yes  No With/by:

Appraiser (requesting transfer):

Lead Appraiser (review):

Lead Clerk (transferring account):

Lead Appraiser (receiving account):

View or Changing Information:

Franchise Appraiser:

Neighborhood Code:

Maintenance Area:

Land Table/Adjust:

Related Accts. Affected:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Lead Clerk (receiving transfer):

Comments:

Date Completed: