

Account Transfer Form

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

Account # 532212 Map-Tax-Lot 083W12B001600 Date of Request: 3/20/2023

Section From: RURAL Prop Class: 400 RMV Class: 400

Section To: RES Prop Class: _____ RMV Class: _____

Sending Section

Person Requesting Transfer: WV

Reason For Transfer:

ZONED RA, DQ IN 21-22
* CURRENTLY IN A WORKORDER*

Lead Review of Transfer: WV

Clerk Transferring Account: AK

Open Workflows Finalized n/a

Current Year Workflow Created*

*Operation = Account Transfer, Task Type = Account 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: Account Note Updated***

*** Notify Box is UnChecked

Lead Appraiser Receiving Account: _____ Clerk Receiving Account: _____

New Changing Information:

Comments:

Franchise Appraiser: _____

MASANh: _____

Account Added to Tracker: Yes No

Land Use Code: _____

Data Collector collects from sending section: Apex Plans Permit

Related Accounts Affected: _____

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

Transfer Form Scanned to Laserfiche