



Township of  
*Ocean*  
Monmouth County NJ

Tax Assessor's Office  
Phone: (732)897-6077  
Email: assessor@oceantwp.org

May 23, 2018

PROPERTY OWNER NAME  
OWNER'S ADDRESS  
CITY STATE ZIP

RE: Tax Assessment Inspection Notification  
LOCATION: **PROPERTY LOCATION**

Dear Property Owner,

Your property is scheduled to be inspected over the coming weeks for tax assessment purposes. The Township of Ocean has engaged Appraisal Systems, Inc. to conduct interior/exterior inspections throughout the municipality. These inspections are needed to ensure the data on your property record card is accurate. This data will be used to assist the Assessor's Office in determining the market value of your property.

The inspectors from Appraisal Systems, Inc. will take photos and measurements of the exterior and an interior walkthrough will be requested. The first visit from an inspector will be between the hours of 9:00am and 5:00pm. If the homeowner is not present at the first visit, the inspector will leave a card specifying a return date to do the interior inspection. The notice will also have a telephone number to call to reschedule this appointment if the time or date is not convenient.

All representatives from Appraisal Systems, Inc. will have photo identification. A description of their cars and license plate numbers is on file with the Township of Ocean's Assessor's Office (732)897-6077 and the Police Department (732)531-1800 if you wish to verify that the person visiting your property is an Appraisal Systems, Inc. employee.

It is suggested that homeowners request identification before granting anyone permission to enter their home. **Do not allow anyone to enter your home without proper identification.** Owners of rental property should notify all tenants of the rental units that an interior inspection will be forthcoming by the firm. You will be requested to sign the field form verifying that the inspector made an interior inspection.

If your property has a unique condition that influences value, please send documentation to Appraisal Systems at 266 Harristown Rd, 3rd Fl, Glen Rock, NJ 07452.

Please call Appraisal Systems at **(888) 493-8530** with any questions regarding the inspection procedure. You may also visit their website at [www.asinj.com](http://www.asinj.com) to find more information relevant to the reassessment process.

Edward Mullane: CTA, SCGA.  
Tax Assessor