

**MUNICIPAL ASSESSOR'S
OFFICE
ACCOMPLISHMENTS
FY- 2019**

ASSESSOR'S OFFICE

The Office of the Municipal Assessor was task to exercise the function of appraisal and assessment primarily for taxation purposes of all real properties in the local government unit concerned and to ensure that all laws and policies governing the same were properly executed. The

APPRAISAL AND ASSESSMENT OPERATION

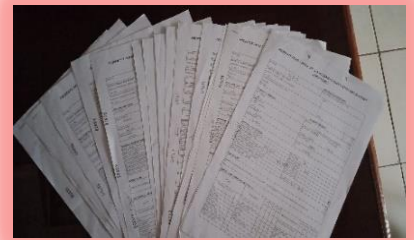
following activities were performed and conducted based on the given functions.

For the year 2019 the Municipal Assessor's Office conducted appraisal and assessment to the newly discovered real properties, subdivided lots, consolidated lots and other real properties subject for value adjustments.

<i>No. of FAAS prepared and recommended for approval</i>	<i>No. of approved FAAS by Provincial Assessors Office</i>	<i>KIND</i>
19	19	Building
172	172	Land



Approved Field Appraisal Assessment Sheets for Land



Approved Field Appraisal Assessment Sheets for Building



Conducted appraisal and assessment for commercial



Approved Subdivision Plan

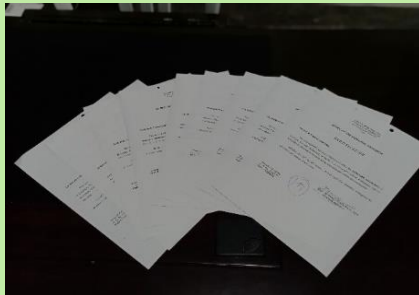


Examination of documents submitted by client for transfer of ownership for taxation purposes

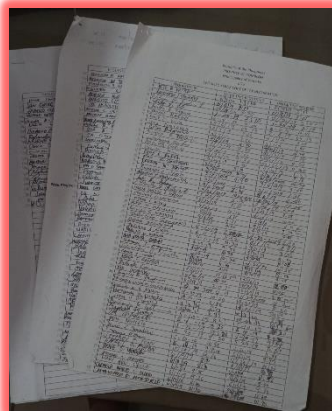
CERTIFICATIONS

The Municipal Assessor's Office issued certifications upon request of the property owner or his authorized representative pertaining to the assessment records of real property and other records relative to its assessment after the presentation of the official receipt evidencing full payment of real property tax for the current year and upon payment of service charge or fee.

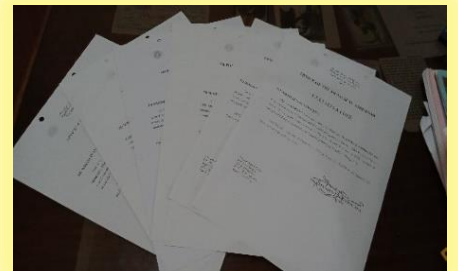
No. of certifications issued	Kind of Certification
11	No property
30	No improvements
7	Declared owner
9	Landholding
31	Sketch plan
130	Certified copy of Tax Declaration



Certifications of no property



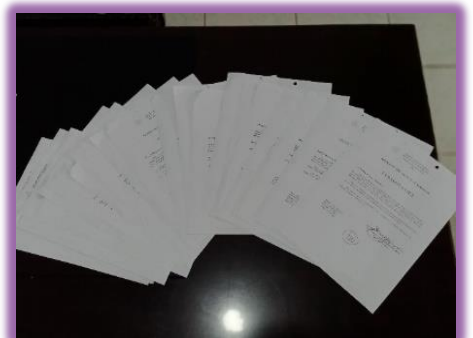
**List of clients
received certified
copies of Tax
Declarations**



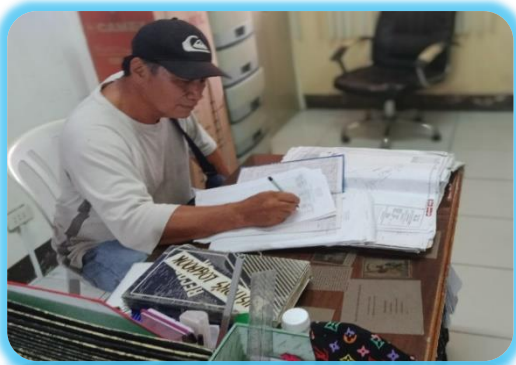
**Certifications as
Declared Owner**



**Certification of
Landholding**



**Certifications of no
improvement**



Clients received copies of Certifications requested and other assessment records.