



# TOWNSHIP OF LONG HILL

COUNTY OF MORRIS

GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

TOWNSHIP OFFICES:  
915 Valley Road  
Gillette, NJ 07933  
(908) 647-8000  
FAX (908) 647-4150

«Owner»  
«Address»  
«CSZ»

Block: «Block»  
Lot: «Lot»  
Qual: «Qual»  
Location: «Location»

Dear Property Owner:

June 25, 2018

As a requirement of the Long Hill Township annual reassessment program, 25% of all properties within the Township need to be inspected each year. In accordance with this requirement your property is scheduled to be inspected in the near future. The purpose of this inspection is to maintain accurate and current data regarding your property. This is essential to maintain equitable and uniform assessments. Appraisal Systems, Inc. is assisting with the program and will be making an attempt to inspect each property selected. The inspectors will be supplied with the current property record card data maintained by my office and will have this in their possession during the inspection. If you are home during the initial visit please allow the inspector to conduct a full inspection of your property (exterior and interior) to verify the existing property record card information. If someone is not home during the initial visit the field inspector will only conduct an exterior inspection of the property and any improvements thereon, and compare the data on the existing Property Record Card with what they observe to be in place at the time of the inspection. Any differences will be noted and the record card changed to reflect the present condition of the property. A notice will be left at properties that are non-entries that will contain contact information in order to arrange for a mutually convenient time to have the interior of your property inspected.

The field inspectors will carry photo identification and their names will be registered with the Town Hall. **Please do not allow anyone to enter your home without proper identification.** If you are present when the inspector visits your property you will be requested to sign the field form used by the representative to acknowledge that an interior inspection was made. Please prepare the occupants of any rental units you may own concerning the inspection to be made.

Regardless of when a property is visited during this program, the new property values will be determined based on their estimated market value as of October 1, 2018 (the statutory date required by law). **It is important to note that while only 25% of properties are being inspected each year, all properties in town are valued each year regardless of whether or not they were part of the current year inspection cycle.** Once all properties have been valued, property owners will be notified by mail of their new assessed values. The reassessment program will be finalized by early 2019 and the new assessments will become effective for the 2019 tax year.

I wish to thank you in advance for your cooperation with this program as we work to ensure uniform and equitable assessments within the Township and account for changes in the real estate market. Any inquiries regarding the inspection procedure should be directed to the firm at (201) 493-8530. You may also visit their website at [www.asinj.com](http://www.asinj.com) to find more information relevant to the reassessment process.

Sincerely,

Brett Trout CTA  
Assessor