

# BOROUGH OF CLOSTER

BERGEN COUNTY  
295 CLOSTER DOCK ROAD  
CLOSTER, NEW JERSEY 07624-0569

ANGELA M. MATTIACE  
ASSESSOR

201-784-0754  
FAX 201-784-9721



August 21, 2018

«Owner»  
«Street»  
«CSZ»

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

Dear Property Owner:

The Bergen County Board of Taxation and the New Jersey Division of Taxation has authorized the Borough of Closter to perform a reassessment program for the 2019 tax year as part of the annual reassessment program that has been implemented within the Borough. This program will ensure uniform and equitable assessments throughout the municipality, account for the recent changes in the real estate market and significantly reduce the costly tax appeals experienced in the past. The Borough has contracted Appraisal Systems, Inc. to assist in conducting the Reassessment Program.

As a requirement of the annual reassessment program, 20% of all properties within the Borough 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. Appraisal Systems, Inc. will be supplied with all current Property Record Cards (PRC's) maintained by the Assessor's Office and any recent construction permits issued by the Building Department. Appraisal Systems, Inc. representatives will carry photo identification and their names will be registered with the Police Department and the Borough Clerk's office. **Please do not allow anyone to enter your home without proper identification.** You will be requested to sign the field form used by the representative to acknowledge when an interior inspection is made. Please advise the occupants of any rental units you may own so they are prepared for the inspection.

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 20% of properties are being inspected each year; all properties in town will be valued.** All property owners will be notified by mail of their proposed assessed values and will have an opportunity to question/contest the values.

Any inquiries with respect to the inspection and/or valuation procedure should be directed to Appraisal Systems, Inc. at (201) 493-8530. General information about the Reassessment process can be obtained from the Appraisal Systems, Inc. website at [www.asinj.com](http://www.asinj.com).

Sincerely,  
BOROUGH OF CLOSTER

Angela Mattiace, CTA  
Tax Assessor