



TOWNSHIP OF

Clark

NEW JERSEY

SAL BONACCORSO  
MAYOR

March 5, 2021

430 Westfield Avenue  
Clark, New Jersey 07066-1704  
Tel: (732) 388-3600  
Fax: (732) 388-3839

«owner»  
«street»  
«csz»

Dear Property Owner:

As ordered by the Union County Board of Taxation and the State Division of Taxation, the Township of Clark is revaluing all taxable real estate for the 2022 tax year to ensure uniform and equitable assessments. The Township has entered into a contract with Appraisal Systems, Inc. to conduct the revaluation program.

The first step of the revaluation process is the inspection of all properties in the Township. In the coming months inspectors from Appraisal Systems, Inc. will visit your property. The first visit from an inspector will be between the hours of 9:00am and 5:00pm. Appraisal Systems, Inc. representatives will carry photo identification and their names will be registered with the Police Department and the Township Clerk's Office.

**Due to ongoing COVID-19 concerns, inspectors will be supplied with protective gear while performing exterior inspections which includes exterior measurements and photographs. An interior inspection is necessary to ensure the data utilized to value your home is accurate. Inaccurate data utilized to value your home may result in an inaccurate assessment of your home. If an inspector is not given the opportunity to do an interior inspection, interior information will be estimated. There are 2 ways an interior intersection can be performed:**

- 1) A physical inspection where the inspector enters the premise and does a complete walk through.
- 2) A contactless interior inspection using a video conference either during the first visit or a mutually convenient scheduled time.

If you are not present at the first visit, the inspector will leave an interior inspection card which will include options for the interior inspections outlined above. If the onsite interior inspection is selected, Owners/occupants will be requested to sign the field form verifying that the inspector made an interior inspection.

Owners of rental properties should notify all tenants of the rental units that an inspection will be forthcoming by the firm and coordinate the interior inspection option with them.

If your property has a unique condition that you believe may influence its value, please send documentation to: Appraisal Systems, Inc., 17-17 Route 208 – Suite 210, Fairlawn, NJ 07410 and it will be considered.

After the appraisals have been completed, you will be notified of the proposed assessment as well as procedures to review the assessment with a representative of the firm.

Enclosed is a brochure prepared by Appraisal Systems, Inc. that provides general information regarding revaluation. **Please also visit the ASI website at: [www.asinj.com](http://www.asinj.com) for more information relevant to the revaluation process.**

Please call ASI with any inquiries regarding the inspection procedure or the revaluation process at (201) 493-8530.

Sincerely,  
TOWNSHIP OF CLARK

  
Sal Bonaccorso, Mayor