

Property Record Card Layout

1. Legal Data

PARCEL ID	LOCATION	NAME-1	NAME-2	CLASS	%	DESCRIPTION	BN	CARD
A	B	C	D	E	F	G	H	I

- (A) PARCEL ID - Map, Block, Parcel, Extension, and Property Type
- (B) LOCATION - Parcel's street location.
- (C) NAME-1 - Assessed owner of record.
- (D) NAME-2 - Additional owners of record (or C/O 's).
- (E) CLASS - State class (use) code
- (F) % - Primary percent for parcels with a mixed use state class
- (G) DESCRIPTION - State use code description
- (H) BN - Building #
- (I) CARD - Sequence # of the card in relation to the total # of cards for this parcel

2. Sales Data

GRANTOR	GRANTEE	DOS	T	SALE PRICE	BOOK	PAGE	RATIO
A	B	C	D	E	F	G	H

- (A) GRANTOR - Sellers name
- (B) GRANTEE - Buyers name
- (C) DOS - Date of sale
- (D) T - Sale type code
- (E) SALE PRICE - Sale price
- (F) BOOK - Book reference
- (G) PAGE - Page reference
- (H) RATIO - Assessment to sale ratio

3. Permits Data

PERM NO	PERM DT	TY	DESC	AMOUNT	INSP	BY	%	1st
A	B	C	D	E	F	G	H	I

- (A) PERM NO - Permit number
- (B) PERM DT - Permit issue date
- (C) TY - Permit type code
- (D) DESC - Permit type description
- (E) AMOUNT - Permit amount
- (F) INSP - Appraiser inspection date
- (G) BY - Appraiser initials
- (H) % - Percent complete as of the inspection date
- (I) 1st - Percent complete as of the 1st of the year

4. Value Totals

ASSESSED	CURRENT	PERVIOUS
LAND	A	
BUILDING	B	
DETACHED	C	
OTHER	D	
TOTAL	E	

- (A) LAND - Total land value
 (B) BUILDING - Total building value
 (C) DETACHED - Total detached improvement(s) value
 (D) OTHER - Total other building(s) value
 (E) TOTAL - Total value
 (A + B + C + D)

5. Land Data

CD	T	ACRES/SF	Ngh		Street		Use		ADJ BASE	SAF	TOPO		LOC		ADJ VALUE
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
TOTAL		Q	ZONING			R	FRN	S							
NGH	T				N										
STREET	U				O										
USE	V				E										
					S										

6 Rows
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- (A) CD - Land type code
 (B) T - Land unit of measure (S = Square Feet, A = Acres)
 (C) ACRES / SF - Land Area
 (D) NGH - Neighborhood adjustment code
 (E) - Neighborhood adjustment factor
 (F) SUB-NGH/STREET - Sub-Neighborhood or Street adjustment code
 (G) - Sub-Neighborhood or Street adjustment factor
 (H) USE - Use adjustment code
 (I) - Use adjustment factor
 (J) ADJ BASE - Adjusted acreage price
 (K) SAF - Size adjustment factor
 (L) TOPO - Topography adjustment code
 (M) - Topography adjustment factor
 (N) LOC - Location adjustment code
 (O) - Location adjustment factor
 (P) ADJ VALUE - Land Type Adjusted value
 (J * K * M * O * C)
 (Q) TOTAL - Total land units
 (R) ZONING - Zoning code
 (S) FRN - Frontage
 (T) Ngh - Neighborhood description
 (U) Sub-Ngh/Street - Sub-Ngh/Street description
 (V) Use - Use description

6. Detached Improvements Data

TY	QUAL		COND		DIM/NOTE	UNITS	ADJ PRICE	RCNLD
A	B	C	D	E	F	G	H	I

15 Rows



- (A) TY - Detached area type code
- (B) QUAL - Quality Code
- (C) - Quality factor
- (D) COND - Condition code
- (E) - Condition factor
- (F) DIM/NOTE - Dimension or note
- (G) UNITS - Units, square feet, or linear feet
- (H) ADJ PRICE - Adjusted price per unit
- (I) RCNLD - Replacement cost new less depreciation for area type (E * G * H)

7. Building Data - General Data

MODEL	A		B	
QUALITY	C	C	C	C
STYLE	D	D	D	D
FRAME	E	E	E	E
YR BLT	F		MES	I
EFFYR	G		LST	J
EFFAGE	H		REV	K
APCU	APCU ADJ	NLA	\$NLA	
L	M	N	O	

- (A) MODEL - Building cost model
- (B) - Building cost model description
- (C) QUALITY - Primary quality code, Percent, description, & factor
- (D) STYLE - Primary style code, Percent, description, & factor
- (E) FRAME - Primary frame code, Percent, description, & factor
- (F) YR BLT - Year built
- (G) EFFYR - Effective year
- (H) EFFAGE - Effective age
- (I) MES - Measure date and appraisers initials
- (J) LST - Interior inspection date and appraisers initials
- (K) REV - Last data entry date and the data entry person's initials
- (L) APCU - Perimeter code
- (M) APCU ADJ - Perimeter adjustment factor
- (N) NLA - Total net living area.
- (O) \$NLA - Price per square foot of net living area

8. Building Data - Descriptive and Capacity Data

ELEMENT	CD	DESCRIPTION	ADJ
P	Q	R	S

15 Rows



- (P) ELEMENT - Element category
- (Q) CD - Description code

(R) DESCRIPTION - Description code description
 (S) ADJ - Description code adjustment factor

CAPACITY	UNITS	ADJ	CAPACITY	UNITS	ADJ
T	U	V			

5 BY 5 Rov

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(T) CAPACITY - Capacity description
 (U) UNITS - Capacity units
 (V) ADJ - Capacity adjustment factor

9. Building Data - BATS and Depreciation

REPL. COST NEW (RCN)			W
COND	X		Y
FUNC	Z	AA	
ECON	AB	AC	
DEPR	AD	REM GOOD	AE
RCN LESS DEPRECIATION			AF

BAT	T	DESCRIPTION	UNITS	ADJ PRICE	RCN
AG	AH	AI	AJ	AK	AL

15 Rows

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(W) REPL. COST NEW (RCN) - Replacement cost new
 (Sum of AL)

(X) COND - Condition factor
 (Y) - Condition description

(Z) FUNC - Functional depreciation percentage
 (AA) - Functional depreciation note

(AB) ECON - Economic depreciation percentage
 (AC) - Economic depreciation note

(AD) - Total depreciation percentage
 (X + Y + AB)

(AE) REM GOOD - Depreciation factor (remaining good)
 (1 - AD)

(AF) RCN LESS DEPRECIATION- Replacement cost new less depreciation
 (W * AE)

(AG) BAT - Building Area Type code
 (AH) T - Living area type (L = living, N = Nonliving, and O = other)

(AI) DESCRIPTION - Building area type description
 (AJ) UNITS - Units or square feet

(AK) ADJ PRICE - Adjusted price per unit (square foot)
 (AL) RCN - Building area type replacement cost new (AJ * AK)