

Sales Comparison Worksheet

Property Type: **Residential**

Use this form if conference is based on comparable sales. Find Sales of Properties that are similar to your property as possible. Common characteristics to consider are:

- Property Type (Bi-Level, Number of Stories)
- Exterior Construction (Brick Veneer, Frame)
- Total Square Feet (Living Area, Finished Walk-Out, Finished or Unfinished Basement)
- Garage or Not
- Year Built
- Number of Bathrooms
- Central Heat
- Central Air

Where to find recent comparable sales:

Recent sales should be fair arm's length transactions and should be within the last 2 years of the current assessment date. The sales search service on the PVA website <http://jeffersonpva.ky.gov/> is available to the public free of charge starting 4/22/2016 at 12:00 p.m., EDT and ending on 5/16/2016 at 4:00 p.m., EDT. The sales search service is also available free of charge during this time period at the Customer Service Center of the PVA Office and at any branch of the Louisville Free Public Library. A fee is required for printouts obtained from our Customer Service Center. Documentation of sales may also be obtained from other sources such as local real estate agents, real estate appraisers, mortgage brokers and newspapers.

<http://jeffersonpva.ky.gov/>

If your conference is NOT based on comparable sales, this form is not necessary. If your conference is based on condition or incorrect property characteristics, please provide photos or other evidence to support your opinion of value.

	Your Property	Sale #1	Sale #2	Sale #3
Property Address				
Parcel ID				
Sale Price				
Sale Date				
Above Grade (Finished) SF				
Above Grade (Unfinished) SF				
Total Above Grade SF				
Below Grade (Finished) SF				
Below Grade (Unfinished) SF				
Total Below Grade SF				
Sale Price / Above Grade SF				