



# Wyandotte County Appraiser's Office

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County Appraiser



## SALE VERIFICATION QUESTIONNAIRE

Our office has received a copy of a deed which indicates you were involved in a recent property transfer in Wyandotte County. Kansas statute requires the County Appraiser's Office to appraise real estate within its jurisdiction yearly. In meeting this requirement, the quality and quantity of the information collected regarding sales becomes critical. Your cooperation in furnishing the needed information is both necessary and greatly appreciated. Please take a few minutes to complete the following questionnaire and return it to the Appraiser's Office within the next ten (10) days via mail, hand deliver, email, fax, or submit this form online at <https://www.wycokck.org/Departments/Appraisers-Office/Forms>, under Questionnaires select Sales Verification Questionnaire.

Name: \_\_\_\_\_

QuickRef ID: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Sale Date: \_\_\_\_\_

Sale Price: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

Property Address: \_\_\_\_\_

### Sale Information

How was the property exposed? \_\_\_\_\_  
(Ex: real estate agent, for sale by owner, word-of-mouth, Facebook, sign in yard, newspaper ad, auction company, website, etc.)

How long was the property on the market? \_\_\_\_\_

What was the asking price? \_\_\_\_\_ What was the final sale price? \_\_\_\_\_

How was the sale price arrived at? \_\_\_\_\_  
(Ex: liquidation, counter offer, previous appraisal, payoff of mortgage balance, comparable sales, etc.)

Did the seller assist with any of the closing cost? \_\_\_\_\_ If yes, amount? \_\_\_\_\_

Was there any relationship between the buyer and seller? \_\_\_\_\_ Did it affect the sale price? \_\_\_\_\_

Was this a foreclosure or a short sale? \_\_\_\_\_

Was a fee appraisal completed? \_\_\_\_\_ If yes, what was the appraised value? \_\_\_\_\_

What condition was the property in at the time of the sale? \_\_\_\_\_

Was the property in need of any work at the time of the sale? \_\_\_\_\_

Were any changes made to the property after January 1<sup>st</sup> of this year? \_\_\_\_\_

If Yes, when were those changes completed by? \_\_\_\_\_

Was there any major personal property included in the sale price? \_\_\_\_\_  
(Ex: lawn mowers, farm equipment, furniture, etc.)

If yes, were these items specified in the bill of sale or purchase agreement? \_\_\_\_\_

If yes, what was the dollar amount of the items included? \_\_\_\_\_

Was the property occupied at the time of the sale? \_\_\_\_\_

Will this be used as a rental? \_\_\_\_\_ Monthly rent amount? \_\_\_\_\_ Utilities included? \_\_\_\_\_

Please be aware our field staff will be out to verify property characteristic data, confirm exterior measurements on all structures, and take updated photos.

## DWELLING CHARACTERISTICS

<p><b><u>MAJOR REMODELING AND MODERNIZATION</u></b> (Applicable to entire house and within last 5 years)</p> <p>Year _____ Remodeling Cost \$ _____</p> <p style="text-align: center;"><b>(CIRCLE ALL THAT APPLY)</b></p> <p>Paint   Flooring   Roof   HVAC   Siding   Room Addition Foundation   Wiring   Plumbing   Fixtures   Cabinets</p> <p style="text-align: center;"><b><u>ROOMS REMODELED</u></b></p> <p>Whole House   Living Room   Dining Room Kitchen   Bathroom   Bedroom   Basement</p> <p>Other: _____</p> <p>Please estimate the percent complete: _____ %</p> <p><b><u>DWELLING ISSUES (CIRCLE ALL THAT APPLY)</u></b></p> <p>Structure   Roof   Water Leaks   Outdated</p> <p style="text-align: center;"><b><u>HEATING (CIRCLE ALL THAT APPLY)</u></b></p> <p><b>Fuel Type:</b> Gas   Electric   Oil   Coal   Solar   None <b>System Type:</b> Forced Air   Elect. Baseboard   Solar Hot Water   Heat Pump   Wall Heater</p> <p>Other: _____</p> <p><b><u>AIR CONDITIONING (CIRCLE ALL THAT APPLY)</u></b></p> <p>Central   Window Unit   None</p> <p>Other: _____</p> <p style="text-align: center;"><b><u>NUMBER OF FIREPLACES</u></b></p> <p>Brick or Stone: _____ Pre-Fabricated/Built In: _____ Free Standing: _____ Direct-Vented, Gas/Electric: _____ Wood Burning Stove: _____ With Ducts: Yes / No</p>	<p><b><u>NUMBER OF ROOMS ABOVE GRADE</u></b> (Do not include any rooms in basement)</p> <p>Bedroom(s): _____ Den / Study / Office: _____ Kitchen: _____ Family Room: _____ Living Room: _____ Living/Dining Combo: _____ Separate Dining Room: _____ Kitchen/Dining Combo: _____ Other: _____</p> <p style="text-align: center;"><b><u>ATTIC (with permanent stairs)</u></b></p> <p>Living Area   Unfinished   None   Size of area: _____</p> <p><b><u>BASEMENT INFORMATION (CIRCLE ALL THAT APPLY)</u></b></p> <p>Slab   Crawl   Partial   Full   Walkout Ingress/Egress Windows: Yes / No <b>Basement Under Main Floor Area:</b> ¼   ½   ¾   100%</p> <p style="text-align: center;"><b><u>FINISHED BASEMENT ROOMS</u></b></p> <p>Family/Rec Room: _____ Bedroom: _____ Bath: _____ Other Rooms: _____ Finished Basement Area _____ sf or _____ %</p> <p><b>Is the quality of the floor, wall &amp; ceiling finish equivalent to the main/upper floor living area?</b> Yes / No</p> <p style="text-align: center;"><b><u>PLUMBING INFORMATION</u></b> (Number on all floors including basement)</p> <p>Full Bath: _____ 3/4 Bath: _____ 1/2 Bath: _____</p> <p><b><u>Number of Additional Fixtures:</u></b> _____ Double Sink(s): _____ Laundry/Utility Sink: _____ Spa Tub: _____ Wet Bar: _____</p> <p style="text-align: center;"><b><u>GARAGE CAPACITY INFORMATION</u></b></p> <p>Attached: _____ car(s)   Detached: _____ car(s)</p>		
<p><b><u>CONDITION (use codes to the right)</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 5px;"> House Overall: _____ Roof: _____ Flooring: _____  Electrical: _____ Plumbing: _____ Interior Walls/Ceiling: _____  Foundation: _____ Infestations: _____ Exterior Walls: _____  Other: _____ </td> <td style="width: 50%; padding: 5px;"> NF = Non-functional  NW = Needs work  Avg = Average for its age  WM = Well maintained </td> </tr> </table>		House Overall: _____ Roof: _____ Flooring: _____ Electrical: _____ Plumbing: _____ Interior Walls/Ceiling: _____ Foundation: _____ Infestations: _____ Exterior Walls: _____ Other: _____	NF = Non-functional NW = Needs work Avg = Average for its age WM = Well maintained
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Is there anything that you feel the County should know that would affect the value of this property? \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Owner   Tenant   Agent   Manager

**Daytime Phone #:** \_\_\_\_\_