



Guernsey County Auditor

Phone (740) 432-9243

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Fax (740) 439-6265 Real Estate

APPLICATION TO REQUEST CHANGE IN AUDITOR'S PROPERTY USE CODE

Directions: Complete steps 1 through 7 and return form to above address.

1.) Property Owner _____ Phone No. () _____

Mailing Address _____

2.) <u>Parcel Number</u>	<u>Address of Property</u>	<u>Current Use Code</u>	<i>Office Use Only</i> <u>New Use Code</u>
_____	_____	_____	_____
_____	_____	_____	_____

3.) Principal use of property: _____

4.) Date when use of property changed (if applicable): _____

5.) Requested change justified for the following reasons: _____

6.) _____
Signature (person signing must be the owner of property)

7.) _____
Printed Name Date

*Upon presentation of this document, the Guernsey County Auditor (or appointed representative) will review the property listed above.
If the requested change is approved the Auditor shall indorse this document and forward a copy to the MWCD.*

Below for Office Use Only

Date Received Stamp

Date Property Viewed: _____
By: _____
Recommendation: _____

Photos Taken No Yes (staple to back of form)

Computer System Changed Owner Notified
 Tax Card Changed MWCD Notified

Final Determination

- This application has been approved and the Auditor has changed the use code(s) for tax year _____.
- This application has been dismissed. The Auditor finds that the property use code does not need changed.

Cory Johnson, Guernsey County Auditor

Date