

## 2022 Abstract of Assessment Instructions

You are to report the assessed valuations for January 1, 2022, according to the different classes of property designated. When there is no property assessed for a class, enter zeroes.

All 2022 entries are to reflect values after 2022 board of review action. Do not include valuations of properties that are centrally assessed by the Iowa Department of Revenue.

It is essential that the abstract reflect the assessor's 2022 full actual value for properties normally classified as agricultural, residential (reported in three categories: agricultural dwelling, residential and residential 3+ units), commercial, and industrial. Dual class counts are by unit; a unit is not a dwelling but is an operating unit as defined by IAAO.

Valuation for dual class property should be reported in the classification to which it belongs, for example, a commercial property with one residential apartment would have the commercial value reported on the commercial abstract and the residential value reported on the residential abstract.

**The reported valuations on Pages 1-9 are to include the 100% actual value of properties subject to the exemptions or partial exemptions listed on Page 10.**

Example:

An industrial building is valued for 2022 by the assessor at \$100,000. This building is subject to a Chapter 427B exemption of 75%. The assessor is to report the full \$100,000 value on Page 6 of the abstract.

On Page 10 of the abstract, you are to report the partial exemption amounts, which in the preceding example, would be the \$75,000 not subject to levy.

Page 11 is to report the 100% fully exempt property. Do not include the value for the taxable portion of property owned by an exempt organization. **The values reported on this page are not included in Pages 1-9.**

At the bottom of Page 11, you are asked to explain any large value changes from last year's report (Lines A – K). You are also asked to report the 2021 total exempt property value. If the percent of change is over 5%, please explain why. If the percent of change is 0%, please note the last time exempt properties were revalued.

Page 12 is to report Section 42 Housing only.