

State Tax Commission Analysis for Equalized Valuation of Real Property

County Name				City/Township Name (check appropriate box) <div style="text-align: right;"><input type="checkbox"/> City <input type="checkbox"/> Township</div>					Study Year /		Equalization Year	
Assessment Roll Classification				Sample				% Ratio Assessments to Appraisals	Projected True Cash Value	Remarks		
Class of Real Property	Study Type	Stratified Study	Combined Study	Assessed Value	No. of Parcels	Assessed Value	True Cash Value					
100 Agricultural								%				
200 Commercial								%				
300 Industrial								%				
400 Residential								%				
500 Timber-Cutover								%				
600 Developmental								%				
TOTAL - REAL								%				
Study Type Codes												
AS: Appraisal Study		NC: None Classified		OH: One Hundred % Study		S1: One Year Sales Study		S2: Two Year Sales Study				
NW: New Class		RA: Reappraisal		ES: Estimated Values (Explain): _____								

INSTRUCTIONS, Page 1:

Enter county name.
 Enter Unit name and check the appropriate box for township or city.
 Enter study year followed by equalization year.
 For the following, enter into the appropriate field within each classification of real property, the study results of each study conducted.
Study type: Enter the two character code/s that best identify the study type/s used to obtain the projected true cash value for the classification. NOTE: The two character codes to be used can be found under the "Study Type Codes" heading of this form.
Stratified Study: If a stratified study is used, check this box and follow the instructions on page 2 of this form.
Combined Study: If a combined study is used, check this box and follow the instructions on page 3 of this form.
Assessed Value: Enter the current year's ending Assessed Value of the classification from the 2164 (L-4023).
No. of Parcels: Enter the number of parcels included in the study sample.
Sample Assessed Value: Enter the assessed value of the appraisal study sample when study type "AS" is used. If "OH" is also selected this value must match Assessed Value of the classification. **NOTE:** No data entry required if using a sales study, stratified study or combined study.

Sample True Cash Value: Enter the true cash value of the appraisal study sample when study type "AS" is used. NOTE: No data entry required if using a sales study, stratified study or combined study.
% Ratio Assessments to Appraisals: Enter the ratio by dividing the "Assessed Value by the "True Cash Value" of the appraisal study sample when study type "AS" is used. The ratio will be rounded to four decimals and displayed using two decimals (0.4975 displayed as 49.75) NOTE: If using a sales study, enter the applicable ratio from the form 2793 (L-4017/L-4047). If using a stratified or combined study, then the resulting "Study % Ratio" for the classification is used from page 2 for a Stratified Study or from page 3 for a Combined Study.
Projected True Cash Value: Enter the projected true cash value by dividing "Assessed Value" of the classification by the "% Ratio Assessment to Appraisals". NOTE: If using a stratified or combined study, then the total projected true cash value for the classification is used from page 2 for a Stratified Study or from page 3 for a Combined Study.
Remarks: Enter brief remarks relating to the study if applicable.
Study Type Codes: If "ES" was selected as a study type, please give a brief explanation why the estimated value was used.
INSTRUCTIONS: County Summary (Total Recap)
 Enter county name.
 Enter study year followed by equalization year.

For the following, enter into the appropriate field within each classification of real property, the study results of each study conducted.
Study type: No entry required.
Stratified Study: No entry required.
Combined Study: No entry required.
Assessed Value: Enter the total current year's ending Assessed Value of the classification from the 2164 (L-4023). This is the sum of all the assessed value for the classification from the current year individual unit 2164's (L 4023's).
No. of Parcels: Enter the total number of study parcels included in the classification.
Sample Assessed Value: No entry required.
Sample True Cash Value: No entry required.
% Ratio Assessments to Appraisals: Enter the ratio by dividing the total Assessed Value of the classification by the total Projected True Cash Value of the classification. The ratio will be rounded to four decimals and displayed using two decimals (0.4975 displayed as 49.75).
Projected True Cash Value: Enter the total Projected True Cash Value by summing the projected true cash values of the individual units in the classification.
Remarks: Enter brief remarks relating to the study if applicable.

State Tax Commission Analysis for Equalized Valuation - Real Property Stratified Study

Classification Type:			County Name:			Local Unit Name:		
Stratified Study Worksheet								
A	B	C	D	E	F	G	H	I
Sub Group Name	Study Type Code	No. of Parcels Used in Sample	Current Year's Assessed Value of Sub Group	Total Assessed Value of Parcels Used in Sample	True Cash Value of Parcels Used in Sample	Study % Ratio	Sub Group Projected True Cash Value	Remarks
						%		
						%		
						%		
						%		
						%		
						%		
						%		
						%		
						%		
						%		
STUDY TOTALS:		J	K			L	M	N
See instructions below to determine Stratified Study Totals for J, K, L and M.						%		

Stratified Study Worksheet Instructions:

When the "Stratified Study" box for a real property class is checked (X) on page 1 of this form, complete the following steps for each Sub Group within the Stratified Study:

NOTE: A separate "Stratified Study Worksheet" (Page 2) must be completed for each real classification that stratifies a classification's study.

INSTRUCTIONS FOR COMPLETING COLUMNS FOR EACH STRATIFIED STUDY SUB GROUP:

Column A: Enter the appropriate name of the sub group. Note; if stratifying out a single parcel, a parcel number may be used.

Column B: Enter the appropriate code for the study type of the study group sample.

Column C: Enter the number of parcels that are included in the study group sample.

Column D: Enter the current year's assessed value that is applicable to the parcel and sub group(s). **NOTE:** The total for this column should be the total assessed value for the classification (see Column K).

Column E: If an Appraisal Study was conducted, enter the assessed value of the parcels used in the sample. **NOTE:** For a sales study no data entry required.

Column F: If an Appraisal Study was conducted, enter the true cash value of the parcels used in the sample. **NOTE:** For a sales study no data entry required.

Column G: Enter the ratio for the sub group. The "Study % Ratio" can be calculated two different ways depending on the type of study conducted: (1) divide "D" by "H" or (2) divide "E" by "F." **NOTE:** For a sales study enter the ratio from Form 2793 (L-4017/L-4047).

Column H: Enter the projected true cash value for an estimated study. For a sales study or appraisal study divide "D" by "G."

Column I: "Remarks": This field is utilized to provide remarks to describe the sub group.

INSTRUCTIONS FOR COMPLETING THE STRATIFIED STUDY TOTALS:

Column J: Enter the total sum of column C "No. of Parcels Used in Sample".

Column K: Enter the total sum of column D "Current Year's Assessed Value of Sub group". The total in "K" is also entered on page 1 of this Form into the "Assessed Value" field under the "Assessment Roll Classification" heading for the appropriate real property class. **NOTE:** The total for this column should match the ending assessed value from the current Form 2164 (L-4023) for the classification.

Column L: The total is calculated by dividing the total in "K" by the total in "M." The total "Study % Ratio" is then entered on page 1 of the form into the "% Ratio Assessments to Appraisals" field for the appropriate real property class. **NOTE:** The total "Study % Ratio" is not equal to the sum of the ratios in column G.

Column M: Enter the total sum of column "H". The total in "M" is then entered on page 1 of the form in the "Projected True Cash Value" field for the classification.

Column N: Enter study remarks (a brief explanation why the stratified study was used). These study remarks should also be entered on page 1 of this form.

State Tax Commission Analysis for Equalized Valuation - Real Property Combined Study

Classification Type:			County Name:			Local Unit Name:		
Combined Study Worksheet								
A	B	C	D	E	F	G	H	I
Study Group	Study Type Code	No. of Parcels Used in Sample	Current Year's Assessed Value of Class	Total Assessed Value of Parcels Used in Sample	True Cash Value of Parcels Used in Sample	Study % Ratio	Projected True Cash Value of Class	Remarks
						%		
						%		
						%		
						%		
						%		
						%		
						%		
						%		
						%		
Study Totals:		J	K			L	M	N
See instructions below to determine Combined Study Totals for J, K, L and M.						%		

Combined Study Worksheet Instructions:

When the "Combined Study" box for a real property class is checked (X) on page 1 of this form, complete the following steps for each sub group sample within the combined study.

NOTE: A separate Combined Study Worksheet" (Page 3) must be completed for each real classification that combines a classification's study.

INSTRUCTIONS FOR COMPLETING THE COLUMNS FOR EACH COMBINED STUDY SAMPLE GROUP:

- Column A:** Enter the appropriate name of the study group sample.
- Column B:** Enter the appropriate code for the study type of the study group sample.
- Column C:** Enter the number of parcels that are included in the study group sample.
- Column D:** No data entry required.
- Column E:** Enter the current assessed value of parcels used in the sample. **NOTE:** For a sales study no data entry required.
- Column F:** Enter the true cash value of appraisals of parcels used in the sample. **NOTE:** For a sales study no data entry required.
- Column G:** Enter the study ratio for each study group sample. The appraisal "Study % Ratio" is calculated by dividing "E" by "F." **NOTE:** For a sales study enter the ratio from Form 2793 (L-4017/L-4047).
- Column H:** No data entry required.
- Column I:** "Remarks": This field is utilized to provide the reason for a Combined Study and "OH" if 100% of the parcels are being used in the study.

INSTRUCTIONS FOR COMPLETING THE COMBINED STUDY TOTALS:

- Column J:** Enter the total sum of column C "No. of Parcels Used in Sample."
- Column K:** Enter the "Current Year's Assessed Value" for the whole class. **NOTE:** Unless there is also a stratification in this class, the total for this column should match the ending assessed value from the current Form 2164 (L-4023) for the classification. If there is a Combined Study with a Stratified Study, then subtract the assessed value of the stratified parcels from the total.
- Column L:** The total "Study % Ratio" is equal to the sales study ratio plus the appraisal study ratio divided by number of study groups. The total "Study % Ratio" is then entered in the "% Ratio Assessments to Appraisals" field for the appropriate real property class under the "Sample" heading on page 1 of this form. **NOTE:** If there is a Combined Study with a Stratified Study, carry this ratio to page 2 in Column "G," "Study % Ratio" for the Combined Study Sub Group.
- Column M:** Enter the projected true cash value by dividing "K" by "L." The "Projected True Cash Value" is then carried to page 1 under "Projected True Cash Value" field for the appropriate real property class. **NOTE:** If there is a Combined Study with a Stratified Study, carry this value to page 2, column "H" "Sub Group Projected True Cash Value" for the Combined Study Sub Group.
- Column N:** Enter study remarks (a brief explanation why the study type was used). These study remarks should also be entered on page 1 of this form.