

**NOTICE OF BUILDING IMPROVEMENT OR NEW  
CONSTRUCTION**

Ohio Revised Code 5713.17 requires each property owner of real property to report new buildings or improvements. Example of improvements would be, but not limited to, adding a porch or additional room to your home or percentage of basement finished. Failure to do so permits the Auditor to add 50% penalty assessment.

PARCEL NUMBER: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

PHONE: \_\_\_\_\_

LOCATION OF CONSTRUCTION IF DIFFERENT FROM ABOVE: \_\_\_\_\_

- |                          |                       |            |             |
|--------------------------|-----------------------|------------|-------------|
| <input type="checkbox"/> | ADDITION TO STRUCTURE | SIZE _____ | COST: _____ |
| <input type="checkbox"/> | OUTBUILDINGS          | SIZE _____ | COST: _____ |
| <input type="checkbox"/> | REMODEL               | SIZE _____ | COST: _____ |
| <input type="checkbox"/> | FINISHED BASEMENT     | SIZE _____ | COST: _____ |
| <input type="checkbox"/> | OTHER _____           |            |             |

DATE STARTED: \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_

ANY COMMENTS: \_\_\_\_\_

SIGNATURE OF HOME OWNER: \_\_\_\_\_

DATE: \_\_\_\_\_