

City of Schenectady Revaluation Project

Date: _____

To Whom It May Concern:

Today, a Data Collector from the City of Schenectady Revaluation Project was here.

The data collection process was **not** completed for the following reason:

_____ No one home. Unable to inspect interior.

_____ No adults home. Unable to inspect interior.

_____ Unable to measure exterior.

_____ Other: _____

In order to collect accurate data, I ask that you call XXX-XXXX and schedule a convenient time to meet with me at your property.

Respectfully,

John Doe