

2017 Davison County Policy and Request Form for Digital Data from the Equalization Office

Assessed value and physical attributes may be viewed per parcel at no charge on the Davison County Equalization website at www.davison.gisworkshop.com.

The Davison County Equalization Office will prepare, one time a year, a copy of the assessment book for the current year and an Excel spreadsheet of the physical attributes per parcel. This information is free of charge, if emailed or put on a CD by requestor with a postage paid envelope. For paper copies the applicable copy charges approved by the Davison County commissioners will apply.

If you prefer to have all the information in a digital format and you want the current owner information (includes transfers) and sales history per parcel, electronically, the following applies:

The data is available in comma-delimited ASCII file (.csv) and can be opened as an Excel spreadsheet.

Delivery options are as an e-mail attachment, to the requestors ftp site or via CD.

Information available:

- Parcel number
- Owner name and address
- Property address
- Legal description
- Assessed values
- Exemption amounts
- Land and building classification codes
- Property characteristics
- Sales history data

For property characteristics, information is available for rural properties, the City of Mt Vernon and Ethan and all commercial properties located in the City of Mitchell. Mitchell residential re-appraisal began in 2012 and is updated continually as we gather new information in the field. We are eliminating old property characteristic files, because they are outdated.

All data shared is in a continual process of being updated. Neither Davison County nor any employee therefor will be responsible for any data deemed inaccurate or incomplete, Davison County hereby disclaims any and all liability or responsibility for any damage, injury, loss, claim or lawsuit arising from any error inaccuracy or other problem with the data.

The best time to request data in order to get values that have been finalized is the month of August. Any values not finalized will not be shared.

No sketches or property photos are available at this time digitally.

Processing fees for the digital data as described above is payable to the county's software provider, Software Services Inc. 25854 471st Ave Sioux Falls SD 57107. The fee for requestors first set of data is \$2,000 plus applicable tax of 6%. For subsequent updates to the original data, the 2017 processing fee is \$700 plus applicable tax of 6.5%. These costs are subject to change from year to year.

Davison County Equalization Office hours are Monday-Friday from 8:00 a.m. to 5:00 p.m. central time. If your preference is to view the documents or to scan/copy, using your own equipment you may do so at no charge.

Information requiring manual copies, copied by Equalization staff, there is a fee of \$1.00 per page plus the applicable sales tax. If the time needed to produce the manual copies exceeds one hour, there is an additional fee of \$21.00 per hour.

The party requesting the data would be responsible for the correct interpretation of all data received from Davison County. Technical assistance is not included in the above costs. Software Services Inc., Davison County software provider, has agreed to offer technical assistance to you. 2017 rate is \$100 per hour.

Full payment for the database information will be required, prior to Davison County's release of the information. After payment is received, the database will be forwarded to the recipient as soon as reasonable.

_____	_____
Name of Requestor	Date Requested
_____	_____
Mailing Address	Contact person
_____	_____
Authorized Signature	Delivery option

