

June 1, 2020

**RE: RE-assessment of property located in Davison County**

Dear Property Owner,

The re-assessment season is set to begin June 11, 2020 for your area. Things will be done differently than in the past, primarily due to the existence of the Covid-19 virus.

The Department of Equalization will not be requesting interior reviews of your home, however, to ensure all taxpayers are treated fairly we ask the following:

1. Take date stamped photos of all interior rooms in the home and in any buildings on site. Put notations on the photos so that they correspond with the correct building and/or address of the home.
2. Complete the property questionnaire attached with this letter.
3. Provide DOE with the contact person and best way to communicate via: Phone #, email address.
4. Return this information to the DOE in the manner below, that works best for you within **14 days of receiving a door hanger from the office.**
5. **Those that choose not to send in photos and/or information will be considered an exterior review**

Again: **Make sure to identify the property address**

**Delivery of the information may be:**

Emailed to the DOE at: [admin2@davisoncounty.org](mailto:admin2@davisoncounty.org)

Mailed to Director of Equalization, 200 E 4<sup>th</sup> Avenue, Mitchell SD 57301

Hand delivered to the Equalization office (located in the lower level of the courthouse)- a drop box will be located just outside of the office entrance.

The assessment process will go something like this:

There will be 2 assessors, in a Davison County marked vehicle coming to your property. They are instructed to put on face masks before approaching your door. They will knock and leave a door hanger. You do not have to answer the door, they are just letting you know they are there. If you want them to review the interior they will, but they will leave shoes outside or place covers over them and will wear gloves to do so.

You are welcome to join them as they review the exterior of the buildings, but you do not have to:

- we will take **exterior measurements of all structures** (all structures including residences and/or garages/sheds/outbuildings on the property, etc.)
- we will also be taking **exterior photos of all structures** and then be on our way.

**You do not need to call in to schedule a time, this re-assessment will be done between the dates of June 11, 2020 and July 2, 2020**

For questions, concerns please call 605-995-8613, the office hour are 8 am – 5 pm Monday-Friday

*Kathy Goetsch*, Director of Equalization