



**COMMERCIAL SALES QUESTIONNAIRE
CITY OF WAUWATOSA
OFFICE OF THE CITY ASSESSOR**



(Please use back side if answer space is inadequate)

Parcel ID#: {PARCEL_NUMBER} Address: {SITE_ADDRESS_1}

1. What was the purchase/sales price for this property? _____
2. How long was the property offered for sale? _____
3. Why did you decide to purchase/sell this property? _____
4. Are you related to or did you know the buyer/seller prior to the sale? _____
5. Was the property in foreclosure or part of a divorce action? _____
6. Did you purchase through a realtor? _____
7. If purchased through a realtor, please give firm name and agent: _____
8. Financing: Mortgage type: (Circle one) Conventional VA FHA Land Contract
Assumption of Existing Mortgage Other (specify): _____
9. Was an appraisal made of the property prior to the purchase? (Circle one) YES NO
Amount of appraisal \$ _____
10. Were there any items of personal property included in the sale price (for example: appliances, furniture, etc.)?
YES NO Please specify: _____
11. Have you made any repairs, additions or replacements since you purchased the property? YES NO
Please specify: _____
Estimated Cost of Repairs, Additions etc: \$ _____
12. Does the seller currently occupy any space? _____
13. Did the buyer occupy any space prior to the sale? _____
14. Does the buyer occupy any space presently? _____
15. Do you think this was an arm's length transaction? If not, why not? _____
16. Was an income and expense statement provided to you prior to the sale? YES NO
If yes, would you mail a copy to us? _____

Signature _____ Date _____
 Name (printed) _____ Phone Number _____

Our office uses this information to determine if the sale of this parcel will be included in our Sales List. The sales list (i.e. comparable sales) is used to value properties in the CITY OF WAUWATOSA. All information is kept confidential within our office.