



**NYS DEPARTMENT OF TAXATION & FINANCE
OFFICE OF REAL PROPERTY TAX SERVICES
WA Harriman State Campus
Albany, NY 12227**

**Transmittal Tape and Diskette Information Report
For Use in Filing Assessment Roll and Assessor's Report Data
For the 20____ Assessment Roll Year**

County of _____

☐ All Cities

☐ All Towns

☐ All Villages

or list municipalities: _____

File contains (check one): ☐ Assessment Roll (for RPSv3 municipalities this is also Part 2 of the assessor's report)

☐ Assessment Changes Only (Part 2 of the Assessor's Report)

File type (check all that apply):

☐ RPS version 4

☐ RPS version 3

☐ RPS version 2

☐ Dos backup, dos version _____

☐ Compressed, compression software _____ ex. Pkzip 2.04)

☐ ASCII text ☐ delimited ☐ fixed length _____ (characters)

☐ Other _____ (ex. Lotus, dBase, etc.)

☐ Nonuser of the New York State Real Property Information System

Character set _____ Record size _____ Block size _____

If we have technical problems processing the tape or diskette, whom should we contact?

Name

Title

Address

Telephone ()

Email Address

To whom should we return the tape if different from name and address listed above?

Name

Title

Address

Telephone ()

If you are transmitting the assessment roll file, please attach a list that identifies the number of parcels, total assessed value and taxable assessed value for each city or town on the file. Thank you.

PLEASE SEND COMPLETED FORM(S) AND TAPE(S), DISKETTE(S) OR CARTRIDGE(S) TO:

New York State Department of Taxation & Finance
Office of Real Property Tax Services
Equalization Support Services - Reporting Section
WA Harriman State Campus
Albany, NY 12227

If you have any questions, please contact Assessor's Report staff in Equalization Support Services at (518) 474-1170.