OFFICE OF THE ASSESSOR-RECORDER
SAN FRANCISCO

PHIL TING
ASSESSOR-RECORDER

2012 PROPERTY OWNER'S STATEMENT ON NEW CONSTRUCTION
Final Notice

Name
C/O
Mailing Address
City, State Zip

DATE: March 23, 2012

❑ **Check this box if work has not started as of January 1, 2012 and complete ONLY Sections 1 and 3 of this form.**

Please complete this form to the best of your knowledge.

SECTION 1. PLEASE COMPLETE THIS ENTIRE SECTION.

ASSESSOR'S PARCEL NUMBER		
PROPERTY ADDRESS (if different from mailing address)		
JOB DESCRIPTION		
OWNER'S NAME (check box if owner-builder) ❑	**CONTRACTOR**	**TELEPHONE**
APPLICATION No. **DATE**	CONTRACTOR'S ADDRESS	
COMPLETION DATE (estimate if not yet completed)		
PERCENT COMPLETED AS OF JANUARY 1, 2012	**TOTAL COST OF PROJECT**	**AMOUNT EXPENDED AS OF JANUARY 1, 2012**

SECTION 2. PLEASE CHECK APPROPRIATE BOXES.

1. STRUCTURAL CHANGES
   - ❑ NEW STRUCTURE
   - ❑ ADDITION
   - ❑ ALTERATION
   - ❑ REPAIR
   - ❑ OTHER – please explain on reverse side

   Total SQ. FT. on new structure or addition
   (See item No. 7 for area computations) _____ sq. ft.

2. HEATING/AIR CONDITIONING
   (N=New Unit, R=Replacement Unit)

N	R	
❑	❑	CENTRAL AIR CONDITIONING
❑	❑	THRU-WALL AIR CONDITIONING
❑	❑	FORCED AIR FURNACE
❑	❑	FLOOR OR GRAVITY FURNACE
❑	❑	WALL HEATER
❑	❑	OTHER

3. PLUMBING ITEMS
   (N=New Unit, R=Replacement Unit)

N	R		Number
❑	❑	TOILET	_____
❑	❑	BATH TUB	_____
❑	❑	STALL SHOWER	_____
❑	❑	SINK	_____
❑	❑	DISHWASHER	_____
❑	❑	WATER HEATER	_____
❑	❑	OTHER	

4. CABINETS, APPLICANCES, ELECTRICAL
   (N=New Unit, R=Replacement Unit)

N	R	
❑	❑	RANGE
❑	❑	OVEN
❑	❑	CABINETS
❑	❑	OTHER BUILT-IN

5. EXTERIOR DETAIL

WALLS:
- ❑ STUCCO
- ❑ CONCRETE BLOCK
- ❑ BRICK
- ❑ SIDING
- ❑ OTHER _____

ROOF COVERING:
- ❑ TAR & GRAVEL
- ❑ COMPOSITION SHINGLE
- ❑ ASPHALT SHINGLE
- ❑ WOOD SHINGLE
- ❑ OTHER _____

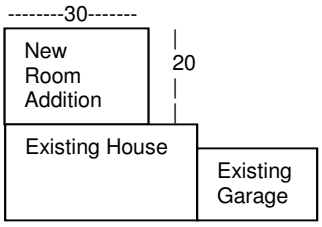
6. INTERIOR DETAIL

FLOOR:
- ❑ CONCRETE
- ❑ HARDWOOD
- ❑ CARPET WALL TO WALL
- ❑ TITLE
- ❑ OTHER _____

WALLS:
- ❑ DRYWALL
- ❑ PANELING
- ❑ PLASTER
- ❑ OTHER _____

7. DIAGRAM OF NEW CONSTRUCTION (see sample sketch)
Diagram the new construction and show its exterior dimensions and location in relation to other buildings on the lot. Please note that copies of your plans are not always provided to this office by other agencies.

SAMPLE SKETCH



AREA COMPUTATION OF NEW CONSTRUCTION
30 x 20 = 600

AREA COMPUTATION OF NEW CONSTRUCTION:

_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
_____ X _____ = _____
TOTAL SQ. FT.: = _____

ROOM COUNT:
If addition or remodel, indicate main residence's total number of rooms **after** completion:

	# of rooms
Living Room	_____
Kitchen	_____
Dining Room	_____
Family/Den	_____
Bedrooms	_____
Bathrooms	_____
Other	_____

SECTION 3. PLEASE SIGN AND RETURN THE FORM.

The Assessor-Recorder's Office may audit this statement for completeness and accuracy and may contact you for additional information as required.

I certify that the foregoing is true, correct, and complete to the best of my knowledge.

Signature of Owner or Agent | Telephone No. | Date

Please complete this form and return to the Office of the Assessor-Recorder in the enclosed envelope by April 16, 2012. If you have any questions or need assistance, please visit our website at www.sfassessor.org or call from San Francisco, 311 or outside San Francisco (415) 701-2311.