



OFFICE OF ASSESSOR COUNTY OF ALAMEDA

1221 Oak St., Room 145, County Administration Building
Oakland, California 94612-4288
(510) 272-3848 / FAX (510) 891-5542

PHONG LA
ASSESSOR

Why am I getting this questionnaire?

The Assessor's Office is attempting to ascertain the January 1, 2021 fair market value of your business property. Given COVID-19's impact on businesses in 2020, we are proactively reaching out to you to assist in this effort to determine whether a reduction in value is warranted.

What if my business is closed?

If your business has **permanently** closed or is in the process of permanently closing, please indicate so on the questionnaire and provide supporting documentation (i.e. lease termination, letter from landlord, final utility bill) and the date of closure.

If your business is **temporarily** closed due to COVID-19 please complete and return the questionnaire.

What do I need to do with this questionnaire?

Please complete this questionnaire to the best of your ability and **return within 15 days** via mail (1221 Oak Street, Room 145, Oakland CA, 94612) or email (BPPCOVIDFORM@acgov.org). Please call (510) 272-3836 if you have questions.

Toll Free (800) 660-7725

www.acassessor.org



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**P H O N G L A
A S S E S S O R**

CONFIDENTIAL

Organization Name:

Organization Account No:

Organization Mailing Address:

Dear Business Property Owner,

Please describe your business operations: _____

Check box if:

- Permanently closed. Date of closure: _____
- Temporarily closed. Period of closure: _____

What are your normal business operating hours? _____

What are your current business operating hours? _____

How has COVID-19/Shelter-in-Place Order(s) affected your business operations?

Your business revenue for calendar years below: (Please attach supporting documentation.)

2018 _____ 2019 _____ 2020 _____

Please complete and return this questionnaire within 15 days.

I certify that this information is true and correct to the best of my knowledge.

Signature of Owner or Agent

Print Name

Telephone

Date

Email completed form to: BPPCOVIDFORM@ACGOV.ORG or Mail it to: 1221 Oak St., Room 145, Oakland, CA 94612