

# NOTICE OF BUILDING OR REAL PROPERTY IMPROVEMENT

## TO THE ASSESSOR OF MERCER COUNTY:

Any person, corporation, association or other owner of real property, subject to the payment of property tax, who shall erect any building or structure, or who shall add to, enlarge, move, alter, convert, extend, raze or demolish any building or structure, whereby the value of the real property shall be improved more than \$1,000 must notify the assessor on Form 12:75 within sixty days from the date the work is commenced. If a report is made by or on behalf of any mine, mill, factory, or other industrial establishment and filed with the assessor on or before June fifteen which discloses with certainty any construction, or improvement made during the previous twelve months, the owner shall be deemed in compliance with notice requirements. If a building permit has been obtained, this shall be sufficient notice. Any person in violation of provisions of West Virginia Code §11-3-3a, shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine.

See Chapter 11, Article 3, Section 3a of the West Virginia Code for additional information.

Name of Owner or Owners \_\_\_\_\_

Location (Address) of Improvement \_\_\_\_\_

Taxing District \_\_\_\_\_

Land Book Description \_\_\_\_\_

have, or has been (Altered) \_\_\_\_\_ (Erected) \_\_\_\_\_

and that said improvements have increased the value of the property in excess of \$1,000.00

Improvements were commenced \_\_\_\_\_ (Month/Day/Year),

Completion date or anticipated completion date \_\_\_\_\_ (Month/Day/Year).

Approximate increase in value \$ \_\_\_\_\_ Use of Building \_\_\_\_\_

Remarks: \_\_\_\_\_

Address of Owner or Owners \_\_\_\_\_

Phone No. \_\_\_\_\_

Notice Filed By \_\_\_\_\_ Date \_\_\_\_\_

Signature

Month/Day/Year

**NOTICE TO BE FILED WITH AESSOR WITHIN SIXTY (60) DAYS AFTER COMMENCEMENT OF IMPROVEMENTS TO  
REAL PROPERTY WHICH WILL INCREASE THE VALUE IN EXCESS OF \$1,000**

**IF YOU HAVE ANY QUESTIONS ABOUT THIS FORM PLEASE CALL 304-487-8332**

**BELOW THIS LINE FOR ASSESSOR'S USE ONLY**

District \_\_\_\_\_ Map \_\_\_\_\_ Parcel \_\_\_\_\_ Received \_\_\_\_\_

MAIL FORM TO: MERCER COUNTY ASSESSOR'S OFFICE  
1501 W. MAIN ST. STE 110  
PRINCETON, WV 24740