



ORLEANS PARISH ASSESSOR'S OFFICE

ERROLL G. WILLIAMS, ASSESSOR

1300 Perdido Street | City Hall-Room 4E01 | New Orleans, Louisiana 70112

FORM TO BE COMPLETED TO COMPUTE PROPERTY ASSESSMENT FOR TAX YEAR 2023

Dear Property Owner:

In an effort to assist you in obtaining the most fair and equitable assessment for the upcoming 2023 tax year, I am requesting that you provide this office with audited income and expense data if available (also known as Income Statement) for calendar years 2020 and 2021 per Louisiana Revised Statute 47:1957. We are aware that 2020 was impacted by the COVID-19 pandemic.

If you have a copy of your Internal Revenue Service Schedule E (Form 1040) or an Annual Certified Income and Expense statement you may include these as well. You may also submit any appraisal report performed for 2021. Any information submitted to this office is confidential as covered by Louisiana Revised Statute 47:2327.

If we do not receive the Income and Expense Report Summary, we will compute your property assessment from alternative methods which may result in an inaccurate property assessment for tax year 2023.

If you have any questions or need additional copies of the enclosed form, please visit our website at www.nolaassessor.com. If needed, a member of my commercial appraisal staff is available to assist you or your representative at (504) 754-8811.

You may return the completed Income and Expense Report Summary as follows:

by email to: commercial@orleansassessors.com

or U.S Mail: Orleans Parish Assessors Office
P.O. Box 53406
New Orleans LA 70153-3406

The tax rolls are open for public inspection each year from July 15th through August 15th. If our office can not resolve your issue during this timeframe, you have the right to file a formal appeal with the Board of Review (BOR) which must be submitted to the Assessor's Office before 4:00 p.m. on Thursday, August 18, 2022. Should you file an appeal to the BOR you will have an opportunity, during that hearing, to present any additional information which you believe may affect your property valuation.

Your cooperation is greatly appreciated.

Sincerely,

Erroll G. Williams
Assessor, Orleans Parish

ORLEANS PARISH ASSESSORS OFFICE

INCOME AND EXPENSE REPORT SUMMARY

Owner Name _____
 Mailing Address _____
 City/State/Zip _____

Property Address: _____
 PARID: _____
 Tax Bill Number: _____

1. Primary Property Use (Check One) Apartment Office Retail Mixed Use Shopping Center Industrial Mini Storage Other: _____

2. Gross Building Area (including Owner-Occupied Space) _____ Sq. Ft.

3. Net Leaseable Area _____ Sq. Ft.

4. Owner Occupied Area _____ Sq. Ft.

5. Number of Units/Rooms _____

6. Number of Parking Spaces _____

7. Actual Year Built _____

8. Year Remodeled _____

	2020	2021
9. Apartment Rentals		
10. Office Rentals		
11. Retail Rentals		
12. Mixed Use Rentals		
13. Shopping Center Rentals		
14. Industrial Rentals		
15. Other Rentals		
16. Parking Rentals		
17. Other Property Income		
TOTAL POTENTIAL INCOME (Add Line 9 Through Line 17)		
19. Loss Due to Collection & Credit		
EFFECTIVE ANNUAL INCOME (Line 18 Minus Line 19)		

	2020	2021
21. Heating/Air Conditioning		
22. Utilities		
23. Other Utilities		
24. Payroll (Except Management)		
25. Supplies		
26. Management		
27. Insurance		
28. Common Area Maintenance		
29. Commissions/Advertising		
30. Legal & Accounting		
31. Elevator Maintenance		
32. Tenant Improvements		
33. General Repairs		
34. Reserves: _____		
35. Reserves: _____		
36. Reserves: _____		
37. Security		
38. Total Expenses (Lines 21-37)		
39. NOI (Line 20 Minus Line 38)		
40. Capital Expenses		
41. Real Estate Taxes		
42. Mortgage Payment		

RETURN TO ORLEANS PARISH ASSESSORS OFFICE

Submitted by: _____
 Phone/Email: _____