

Date: October 15, 2011

Number: 11-30

Subject: Visual Inspection Progress Report Questionnaire

Dear County Assessor:

In keeping with the provisions of 68 O.S. 2001, Section 2828, please use the enclosed form to provide information which will be used to compile the annual report to the legislature on your visual inspection efforts. **Please remember that your report is to cover your visual inspection efforts from the beginning of the first year (2011) of the sixth four-year visual inspection cycle to the date of the report.**

We realize you are busy this time of year, so we are trying to keep this request as brief as possible. We have pulled some repetitive information from the previous County Visual Inspection Report and included it on the questionnaire. **Please verify this information, make changes as necessary, and fill in the blanks as requested.**

It is essential that we have this report **no later than November 4, 2011, or as soon as possible after your budgets have been approved.** If you need assistance, please do not hesitate to call Teresa Strawther or Teresa Wood at (405) 319-8200.

Sincerely,

**OKLAHOMA TAX COMMISSION**

Jeff Spelman, CAE  
Director, Ad Valorem Division

Enclosure