



Jill A. Davidson
Athens County Auditor

Athens County Notice of Building Improvement or New Construction

***Ohio Revised Code 5713.17** requires each property owner of real property to report to the county auditor within 60 days of starting any new construction or improvements. Examples of improvements would be, but not limited to, adding a porch, an additional room to your home, finishing your basement, etc. Failure to do so permits the Auditor to add a 50% penalty assessment.

Taxing District (Village/Township): _____ Parcel Number: _____

Name on Tax Bill: _____

Mailing Address: _____

Phone Number: _____

Location Address: _____

Description of Construction

- Addition to Existing Structure Size: _____ Cost: _____
- Outbuilding Addition Size: _____ Cost: _____
- Remodel Size: _____ Cost: _____
- Finished Basement Size: _____ Cost: _____
- Manufactured / Mobile Home Title Number: _____

****Completion of Manufactured / Mobile Home Registration Certificate Required**

New Construction:

- Type (House, Garage, Pole Bldg): _____ Dimensions: _____
- Framing (Wood, Metal, Block): _____ Number of Stories: _____
- Number of Baths: Full _____ Half: _____ Number of Fireplaces: _____
- Central Heating: Yes _____ No _____ Central Air Conditioning: Yes _____ No _____
- Basement: Yes _____ No _____ Finished _____ Unfinished _____ Full _____ Partial _____
Sq. Feet: _____
- Attic: Yes _____ No _____ Finished _____ Unfinished _____ Full _____ Partial _____
Sq. Feet: _____
- Garage: Yes _____ No _____ Size: _____ Attached _____ Detached _____
- Is this your primary residence? Yes _____ No _____

Date Construction Began: _____ Percent Complete to Date: _____ %

Total Cost to Completion: _____ (Building Only, do not include excavation, septic, utility installation, etc.)

Additional Information: _____

Owner(s) Signature: _____

Date: _____

*****Please return to the Athens County Auditor, Jill Davidson's office at 15 South Court Street, Room 330, Athens, Ohio 45701 upon completion of this form. If you have any questions, please don't hesitate to contact our office at 740-593-3223 or visit our website at www.athenscountyauditor.org for more information.**

