

Vacancy/Occupancy Affidavit

**Cook County
Assessor's Office**

2017 Appeal No: _____

}

I, _____, being first duly sworn, on oath depose and say that I am the owner/managing agent of the property located at _____ (PROPERTY INDEX NUMBER(S)) in _____ (CITY), subject of the above complaint, and that I have personal knowledge that the occupancy of the building(s) for the year _____ is as follows:

	Total Sq. Ft. of Commercial/Industrial Area Occupied *	Total Sq. Ft. of Commercial/Industrial Area Vacant *	Total Sq. Ft. of Commercial/Industrial Area *	Condos or Apartments (Please circle)		Total Number of Residential Condo/Apartments
				Total Number of Residential Condos/Apartments <u>Occupied</u>	Total Number of Residential Condo/Apartments <u>Vacant</u>	
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total						

Total annual percent weighted vacancy of Industrial/commercial space _____

Total annual percent weighted vacancy of Residential condo/apartments _____

*** Include Commercial condos here.**

(Please check all boxes that apply)

- Photos of the vacant space are included with this appeal
- Attempts to lease the vacant space were made. _____ (list all attempts made to lease vacant space)
- No attempts were made to lease the vacant space because: _____

For vacancy appeals, the following information is needed: Three preceding years of actual historical income and expense information and a current year rent roll.

Subscribed and sworn before me,
this _____ day of _____, 20____

Further affiant sayeth not.

Notary Public

Affiant

[Notary Seal or Stamp]