

Town of Genoa

1000 Bartnick Rd
Genoa NY 13071

Assessor
Jay Franklin, IAO, CCD

INFORMATION REQUIRED FOR APPORTIONMENTS

Memorandum of Apportionment – is prepared prior to closing to apportion taxes already paid. Memorandum of Apportionment fee is \$30.00 per parcel for 1 roll year
\$35.00 per parcel for 2 roll years
\$40.00 per parcel for 3 roll years
Please allow 3 business days for processing.

For Memorandum of Apportionment:

Requested by: _____ Phone Number: _____

Tax Map Number(s): _____ Location: _____

Needed for: Town/County _____ roll year
School _____ roll year

List all owners (present and future)	Acres	Structures
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Certificate of Apportionment – is prepared after the deed is filed with the County Clerk’s Office to apportion future taxes.

Certificate of Apportionment is provided free of charge by the Department of Assessment.

Please allow 3 business days for processing.

For Certificate of Apportionment:

Requested by: _____ Phone Number: _____

Tax Map Number(s): _____ Location: _____

List all owners (present and future)	Acres	Structures
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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1. Please provide a recent survey.
 2. If there is no survey available, please indicate the acreage and structures for each new portion of the original parcel.
 3. Please specify future owners if known for each new portion.
 4. Use additional sheet if needed

Email: genoa2023assessor@gmail.com

Cell/Text: 607-608-0052

Office Hours: Thursday 5-8 (please call to confirm availability)