



**MATANUSKA-SUSITNA BOROUGH**  
**Department of Finance/Division of Assessment**

350 East Dahlia Avenue • Palmer, AK 99645  
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**ACREAGE ADJUSTMENT REQUEST FORM**

Under current policy, adjustments to net and gross acreage sizes may be made in the assessment records in the following circumstances: constructed public rights-of-way, constructed public use easements, takes and condemnations, surveys signed and stamped by a licensed surveyor, easement and vacation resolutions from the Assembly and Platting Board, etc.

*Note: This list is not all inclusive and an existing condition does not guarantee an adjustment will be made.*

Provide the information requested below and attach any available documentation. If you are not the record owner of the property, please list your relationship to the owner (spouse, mother, brother, etc.).

The completed request will be reviewed by the Property Conveyance Specialist. If an adjustment is appropriate, it will be applied for the following assessment year except when the adjustment information is provided during an Appeal Period. Any acreage changes will be reflected on the Assessment Notice sent for the appropriate Assessment year.

TAX ACCOUNT # OR LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_

BRIEF EXPLANATION OF ADJUSTMENT REQUEST: \_\_\_\_\_

NAME OF RECORD OWNER OF PROPERTY: \_\_\_\_\_

YOUR PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

RELATIONSHIP TO OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

Please mail or fax to the Assessment Division at the above address.

**A COPY OF THE RECORDED DOCUMENT(S) SUPPORTING THE REQUEST FOR ACREAGE ADJUSTMENT MUST ACCOMPANY THIS FORM.**