



Tristan Hoare, MAA
Chief Assessor

TOWN OF ANDOVER

Assessors Department
36 Bartlet Street
Andover, MA 01810
(978) 623-8930
www.andoverma.gov

December 31, 2025

RE: Request for Information Pursuant to Massachusetts General Laws, Chapter 59, Section 38D, as amended.

Dear Property Owner:

The Board of Assessors annually collects information from various property owners in order to assist the Board in establishing fair and equitable values for all property. Chapter 59, Section 38D of the Massachusetts General Laws reads as follows:

“A Board of Assessors may request the owner or lessee of any real property to make a written return under oath within sixty days containing such information as may be reasonably required by it to determine the actual fair cash valuation of such property.”

Chapter 59, Section 38D of the Massachusetts General Laws has recently been amended with the following language. “Failure of an owner or lessee of real property to comply with such request within 60 days after it has been made by the Board of Assessors shall be automatic grounds for dismissal of a filing at the appellate tax board....If the owner or lessee of Class one, residential property fails to submit the information within the time and in the form prescribed, the owner shall be assessed an additional penalty for the next ensuing tax year in the amount of \$50.00... If the owner or lessee of Class three, commercial or Class four, industrial property fails to submit the information within the time and in the form prescribed, the owner shall be assessed an additional penalty for the next ensuing tax year in the amount of \$250.00...”

The Board of Assessors is requesting that the owner or lessee of the described property complete and return the enclosed **Information Request** by **March 2nd, 2026**. This return should reflect all income and expense data pertaining to your property for calendar years 2024 & 2025. Please return the completed enclosed form to this office or scan and email to assessor@andoverma.gov . If you have any questions, please do not hesitate to contact the Assessors’ Office at (978) 623-8930. The office is open Monday through Friday from 8:30 a.m. to 4:30 p.m.

Thank you in advance for your cooperation.

Sincerely,
The Andover Board of Assessors

Enclosures (1)