

TAX ASSESSOR'S OFFICE

Borough of Keyport

70 West Front Street, 2nd Fl.

Keyport, NJ 07735

Ph: (732) 739-5134

Re: Real Property Inspections (Please read reverse side)

Dear Property Owner,

Keyport Borough is under contract with **Realty Data Systems** (“RDS”) to perform an exterior and interior inspection of all properties for the Assessor’s records. This program requires a 5-year inspection cycle, and will require that all properties are inspected once during this cycle. Your property is scheduled to be inspected over the coming weeks, and there will not be further notice prior to your inspection. If you are not home during their visit, instructions will be left for re-scheduling an interior inspection. If the company does not gain access to your property, my office may be forced to estimate all interior information. Please be advised this may result in an error on your property record card. The municipal website contains detailed information about the inspection process.

If you would like to schedule an appointment in advance, or decline the inspection, please visit www.rdsnj.com, and follow the instructions within the **Book Now** button in the lower section. The inspection routes are predetermined, but RDS will do their best to accommodate residents. Please be aware the inspectors will make a maximum of (2) visits. All RDS personnel carry identification, and our office and police possess all inspector background information, NJDL#, and automobile characteristics. We thank you in advance for your cooperation.

Sincerely,
Michel Delre, CTA
Assessor

(Scan for appointment optional)

