

TAX ASSESSOR'S OFFICE  
Borough of Keyport  
70 West Front Street  
Keyport, NJ 07735  
(732) 739-5134

**Re: Property Inspections + Remote Virtual Interior Option**

Dear Property Owner,

We have engaged Realty Data Systems (RDS) to perform property inspections for the Assessor's records. This is critical to the fair distribution of taxes, and each property will be inspected one time during each multi-year cycle. Your property is scheduled to be inspected in the coming days / weeks.

**You have the option of completing a “virtual” interior inspection by calling (732) 719-2265 Mon – Fri between 9am to 5pm. There are no appointments – for your convenience simply call when on the property.** This video call can be performed using your smartphone and requires no app or downloads. Landlords can contact tenants to perform the remote virtual inspection.

RDS will visit your property to complete an exterior inspection, including entry to rear yards through any unlocked gates. An interior inspection will be offered during our visit if a virtual inspection has not been completed. All personnel will carry ID. After our visit, virtual (but not physical) inspections will be available for a limited time, and a door hanger will contain instructions. If you are present during a visit but decline an interior inspection, we will not return to your property, but you can still call to complete a virtual inspection.

If you would like to refuse an inspection so an inspector does not visit the property, please visit [www.rdsnj.com](http://www.rdsnj.com) and complete the Refusal Form in the “Inspections” section. *Note that if an inspection is not completed, this may impact your property record and any assessment appeal.* The municipal website contains more information and thank you for your cooperation.

Sincerely, Michael Delre, CTA - Assessor

[mdelre@keyportonline.com](mailto:mdelre@keyportonline.com)