



Address: 155 Municipal Way, Juneau, AK  
99801 Phone: 907-586-5215, Fax: 907-586-  
4520

First Last  
Address  
City State Zip

RE: Mandatory Disclosure

Dear (new property owner)

You are receiving this letter because you recently purchased property in the City and Borough of Juneau. On October 26, 2020 the City and Borough Assembly voted to require mandatory disclosure of sale prices of property. This law requires those who purchase property in the City and Borough of Juneau to disclose to the Assessors office how much they paid for their property. There are exceptions to the requirement to disclose the sale price of your property. These exceptions include sales that are not typical market value transactions wherein the sale price is likely lower than it would be if the previous owner had sold the property to someone else. Exceptions also include situations such as sales between close family members, sales between associated business, sales for delinquent taxes or assessments, and sales that constitute a gift. The enclosed form includes a full list of the exceptions. If your transaction was a result of one of these circumstances, please identify which, then sign and return the form to our office. If your transaction does not fall into one of the specific categories you are required to complete the whole form, sign it and return it to our office.

Please complete the enclosed form and return it to the Assessor office by email at [Assessor.Office@juneau.org](mailto:Assessor.Office@juneau.org), fax (907) 586-5220, mail or in person. You can also complete the form electronically by going to [Juneau.org/finance/assessor-forms](http://Juneau.org/finance/assessor-forms) choosing Ownership Record Update Forms, then Disclosure Form Buyer.

The price you paid for your property will remain confidential. Only the date of the transaction will be included in the information available to the public. The sales data you provide will be compiled with all other sales data in order to determine assessed values using statistical analysis. The assessed value for your property will not be based solely on your sale price and is not likely to be the same as the sale price.

We look forward to answering any questions you have regarding completion of the mandatory enclosed form. Please call (907)586-5215 or email [assessor.office@juneau.org](mailto:assessor.office@juneau.org).