

Instructions

Multi Family Form

1. Use this form for complexes that contain greater than four units, even if the property contains duplexes or four-plexes within the complex.
2. Please complete a questionnaire for each complex.
3. To avoid repetition for future surveys, you may save the survey template with basic information completed (such as property address, # of units etc.) so that future surveys can be completed with only updated rent and occupancy information.
4. Please complete the address and zip code information
5. Please complete the unit mix information, to the best of your knowledge, with estimates for the average sizes, and average current rents for those unit types.

Single Family/Duplex/FourPlex Form

1. Use this form for individual single family units, duplex, and any property up to and including four-plex units.
2. If you operate a number of these property types, you may complete an aggregate questionnaire based on **zip code location only**.
3. To avoid repetition for future surveys, you may save the survey template with basic information completed (such as property address, # of units etc.) so that future surveys can be completed with only updated rent and occupancy information.
4. Please complete the unit mix information, to the best of your knowledge, with estimates for the average age, sizes, and average current rents for those unit types.
5. If you have significant age differences between properties, it is advisable to segment these groups, as much as possible.

You may complete these surveys on-line or download the files to complete at your office then submit them via fax or email using the following contact information:

Fax #: 417-866-8391
email: chris@swvaluation.com

Privacy Policy Statement

The data reported for each individual complex and property will not be reported to the other members of the Springfield Apartment and Housing Association members, but will be compiled into a quarterly report by Southwest Valuation, LLC. This quarterly survey report will be distributed to members by the Springfield Apartment and Housing Association. The data may also be utilized by Southwest Valuation in its studies and appraisal reports for the exclusive use of its clients, and not the general public at large.