

- **Assessor's Property Record Card, need a copy?**
Contact Assessor's Office 757-393-8631
- **Real Estate (Home/Building/Land) Billing statement questions? Payment questions?**
Contact City Treasurer's Office 757-393-8651
- **Personal Property (Vehicles-Boats-Trailers-Motorcycle-etc...) questions?**
Contact Commissioner of Revenue 757-393-8771
- **Mailing address update?**
A form must be filled out by owner of record, for owner's protection we must have this form from them or their authorized representative. The form may be found on the Assessor's homepage when you click on the word 'Forms' from there. Instructions are on the form, including how to return to us. If you need a copy emailed to you call Assessor's Office 757-393-8631 or you may ask for one to be mailed to you USPS for you to complete and return.
- **Authorized Representative...Including Properties owned by a business?**
Anyone other than the owner of record, as noted on the owner line of Assessor's Property Record Card (PRC), must have a Letter of Authorization on File with us (found on Assessor's 'Forms' tab), for the record to be updated. This includes owners of business where the property is in the business name only.
- **Deed, need a copy? Will or Death Certificate?**
Contact Courthouse Deed/Recordation 757-393-8530
Contact Courthouse Wills/Probate 757-393-8981
- **Survey/Property Boundary questions?**
Assessor's Office does not keep nor have copies of each properties survey. We can provide Aerial Pictometry and Digital Tax Maps are available on the City's website. Pictometry and Tax Map Data cannot be used for personal legal purposes and does not replace a Survey. For exact measurements you would have to hire a private surveyor.
- **Improvements/Building Permits/What is allowed?**
Contact Permits & Inspections 757-393-8531 OR
Zoning 757-393-8522