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**STATE TAX COMMISSION
OF MISSOURI**

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Jefferson City, MO 65102-0146
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4/30/08

John Q Public
54321 Broadway
Anytown, MO 54321

Dear Mr. & Ms. Public:

This office recently sent you a Real Property Sales Survey regarding a real estate transaction to which you were a party, and our records indicate that we have not yet received a completed survey. The State Tax Commission is required by law, §138.410, RSMo, to oversee the assessment process in Missouri. As a part of this oversight, the Commission conducts a study every two years to determine the relationship between assessed value and current market value of residential and commercial real property. In order to carry out its statutory duties, the State Tax Commission is requesting information from real estate owners who have recently bought or sold property. The sales information we gather from this request will be used for in-house statistical studies.

Enclosed is a copy of the survey form recently sent to you. Please complete both sides of the survey and return it by 5/14/2008 in the postage paid envelope provided. The information you supply will assist in assuring that property assessments are fair and equitable.

If you have already returned the survey, please accept our thanks for your cooperation and disregard this request. If you need any assistance, please call 573-751-2414.

Sincerely,

Handwritten signature of Robert E. Epperson.

Robert E. Epperson
Manager
Technical Assistance Section

Handwritten signature of Shawn T. Ordway.

Shawn T. Ordway
Manager
Ratio Study Section

enclosures