

YEAR 23 SCHOOL DISTRICT INCOME VERIFICATION PROGRAM

SDIV FAX MEMO - FOR ADDRESS CORRECTION

DATE

SENT BY

SCHOOL DISTRICT NAME

CONTACT NAME

CONTACT EMAIL

CONTACT PHONE

SENT TO

SCHOOL DISTRICT NAME

PLEASE NOTE: Based upon our review, we believe that the address(es) on the following worksheet have been **erroneously assigned** to our district in the School District Income Verification Program. For more information on the program please visit the program website at <https://www.tax.ny.gov/research/property/valuation/sdiv/index.htm>

On the 'Corrections' worksheet, you will find our corrections to addresses that fall within your school district. If you **agree** with this recommendation, indicate "Yes" in the "Accept" column. If you **do not agree** with this recommendation, indicate "No" in the acceptance column AND - if possible - spell out your recommended alternate corrections in the space provided ("Alt. School Code" and "Alt. School Name").

Once complete, please email this memo back to the above email address **within 7 working days** of receipt of this fax memo. If no contact has been made within 7 working days, the recommended corrective change will be added to your district. Thank you.

