

Checklist for your statement of property tax

We need various information from you to prepare the statement. All land, buildings and condominiums you owned on January 1, 2022 are affected by the new regulations.

We need the following documents for the creation:

Document	Content
Erklärung zur Feststellung des Einheitswerts (Statement to determine the assessed value)	This declaration was requested by the tax office when purchasing a building or land
Einheitswertbescheide (Notices of assessment)	For each property purchase, you have received a "notice of assessment" from the tax office.
Grundsteuerbescheid (statement of property tax)	You received the property tax notice from the community where your property is located.
Kaufvertrag (Purchase agreement)	The purchase contract contains information about the size of the land and information about the land register (Grundbuchblatt und Flurstück).
Grundbuchauszüge (extracts from the Land Register)	Existing extracts from the land register for your building or property.
Antrag auf Baugenehmigung (application for a building permit)	This application contains information about the building plot. Furthermore, the calculation of living spaces and usable areas.
Teilungserklärung (Declaration of division)	In connection with the purchase of a condominium, you also received a declaration of division
Lageplan (Ground plan)	Information on districts and parcel numbers (Gemarkung und Flurstücksnummern)
Bauplan des Architekten (Blueprint of the building)	Contains the building specification and the land and living space