

## **Bound Brook Inspections for 2022:**

The Borough of Bound Brook is under contract with Realty Data Systems (RDS) to inspect a designated portion of all properties located in the Borough each year.

These inspections enable the Borough to maintain accurate property records used to complete annual reassessments, which are a critical component in the fair distribution of taxes.

**A notification was mailed to all property owners subject to an inspection this year, which contained instructions for contacting RDS to complete a “remote virtual” (RV) interior inspection which requires no entry. Landlords can contact tenants to perform the RV.**

**The RV is user-friendly, requires no app downloads and can be completed by calling (732) 719-2265 from your smart phone at any time between 9am and 5pm, Monday-Friday (THERE ARE NO APPOINTMENTS). Please make sure you are at your property when calling.**

Inspectors will also visit your property to conduct a full exterior (front and rear) inspection which includes photographs.

During that visit, an interior walkthrough will be offered (if an RV has not previously been completed), and you will again receive printed instructions for completing an RV if that is your preference. If an adult is present during a visit, but declines an interior inspection, the inspectors will not return to your property, but you can call still call to complete a virtual inspection for a limited period.

A door hanger containing those instructions will be left at each property for which an owner/occupant is not present.

During walkthroughs inspectors will respect social-distancing and wear masks when inside any property.

Property visits will take place between 9am and dusk, Monday-Saturday, and all personnel will carry photo ID. Our office and the Police Dept. possess all inspector background and other pertinent information.

If for any reason you would like to refuse an interior inspection so the inspectors do not visit the property, please visit [www.rdsnj.com](http://www.rdsnj.com), click “INSPECTIONS” and select the REFUSAL FORM.

Please note that if an interior inspection is not completed, my office will make estimates that could result in an inaccurate property record or tax assessment.

We thank you in advance for your cooperation.