

**Purchase Request of  
Santa Clara County Assessor Information  
Current CTR Files Subset by Selection Only  
Effective 7/1/2016**



Please type or print the following information for each order.

Name	Doing Business As	Telephone	Date / /
Mailing Address	City	State	Zip
E-mail Address			

Descriptions of items are shown on the back of this form. A file layout will accompany the media and certain fields may be blank. All the data is ASCII format.

Select Media Option      Small File E-Mail       Large File CDR

**ORDER DETAIL**

Data Files Descriptions	Item ID	Cost	Quantity	Total
<b>Choose one selection basis</b>				
Single City or TRA Range	SU190	\$ 940.00	(one)	
List of specific Map/Book(s)	SU191	\$ 940.00		
Single HS or Unified School	SU192	\$ 940.00		
Custom Selection <b>Quote must be requested</b>	SU193			
<b>Data Cost per 1000 records</b>			<b>1000</b>	
Current Secured Master File w Use Codes	A	\$ 4.00/K		
Current SMF, Use Code and Situs	B	\$ 8.00/K		
Current SMF, Use Code, Situs Address and Acreage	C	\$ 12.00/K		
Current Secured Master File, Use Code, Situs Address, Acreage and selected Property Characteristics	D	\$ 100.00/K		
<b>File Name: _____ ( For Assessor's office use only)</b>		<b>Total Order</b>		

Payment submitted via      Cash \_\_\_\_\_      Check \_\_\_\_\_      Check Number: \_\_\_\_\_

**All Data and Files are intended for the use of the purchaser within the ordinary course of purchaser's business and may not, in the form received by purchaser from the assessor, be resold, placed on the internet, or otherwise provided to private parties.**

**I have reviewed this form and understand that there are restrictions on its intended use. I also understand that the Assessor cannot be held liable for accuracy of the data provided as a result of this request.**

**Authorized Buyer's Signature \_\_\_\_\_ Date \_\_\_\_\_**

**Make all checks payable to: SANTA CLARA COUNTY ASSESSOR.  
Payment must accompany order. There will be a \$50.00 service charge for all returned checks.**

**Included shipment will be least cost method unless requester provides prepaid UPS/FedEx charge information/forms.**

**Send the Signed Order Form to:**      Information Systems Attn: Public Service [Assessor@asr.sccgov.org](mailto:Assessor@asr.sccgov.org)  
Santa Clara County Office of the Assessor  
70 W Hedding Street 5<sup>th</sup> Floor East Wing  
San Jose, CA 95110

Tel      (408) 299-6466  
FAX      (408) 298-9446

**Prices are subject to change each year without notice. Please call for latest order form.**

**The following contains a brief description of listed files available for purchase.**

All files are as of the latest weekend for the Current Tax Roll and reflect all approved changes. The Assessor's Information Systems Division will provide all media with the cost included in the purchase price.

- ❖ The Current Tax Roll file is a composite file based on the previous Secured Assessment Roll (AMF) files. Updates to value and ownership are reflected, but Mobile Homes as Personal Property are excluded. The file is sorted by the Assessor Parcel Number (APN) and contains data for property owner(s) name, current roll values for land, improvements, personal property and fixtures, exemptions, Tax Rate Area, billing name and associated document numbers. All data shows the date of last compilation. The complete file has approximately 455,000 records of 420 bytes in length (190 MB).
- ❖ One Property Situs may be included as well as inclusion of certain common characteristics that make the file usable for many purposes. The included Characteristics are Use Code, Acreage, and, if available, Pool Code, Well Flag, Usable Area, Number of Owners, Number of Buildings, Total Square Footage, Year Built, Effective Year, Number of Floors, Number of Units, Tract, Lot, Recorder's Map, Recorder's Page, Previous APN, Effective Date.
- ❖ **NOTE: To reduce the complexity of selection and choices, the available information has been formatted in a series of only 4 extraction sets of data. The layout will be identical but fields may be blank.**
  - A) Data from the Current Roll and Use Code.
  - B) Data from the Current Roll, Use Code, and Situs Address.
  - C) Data from the Current Roll, Use Code, Situs Address, and Acreage.
  - D) Data from the above, plus the listed Characteristics.

❖ Approximate Number of Parcels that would be included in Selections based on the following:

City via TRA Selection			High School Selection			
Name	Code	Rounded Up Count	Name	Code	Rounded Up Count	
Campbell	CA	11,000	Campbell	CA	60,000	
Cupertino	CU	16,000	Eastside	ES	119,000	
Gilroy	GI	12,000	Fremont	FR	56,000	
Los Altos	LA	11,000	Gilroy	GI	15,000	
Los Altos Hills	LH	3,000	Los Gatos	LG	19,000	
Los Gatos	LG	11,000	Milpitas	MI	16,000	
Milpitas	MI	16,000	Morgan Hill	MH	19,000	
Monte Sereno	MS	2,000	Mountain View	MV	30,000	
Morgan Hill	MH	11,000	Palo Alto	PA	22,000	
Mt View	MV	18,000	Paterson	PT	1,000	
Palo Alto	PA	20,000	San Benito	SB	1,000	
San Jose	SJ	220,000	San Jose	SJ	65,000	
Santa Clara	SC	27,000	Santa Clara	SC	33,000	
Saratoga	SA	11,000				
Sunnyvale	SU	30,000				
Unincorporated	CY	32,000				

Cities are selected by using predefined TRA numbers. If a different group of TRAs is required, that selection would have to be specified by TRA range i.e. 017-000 through 017-100.

File size is calculated by multiplying Record Length x Record Count and dividing by 1,000,000 to get MB.