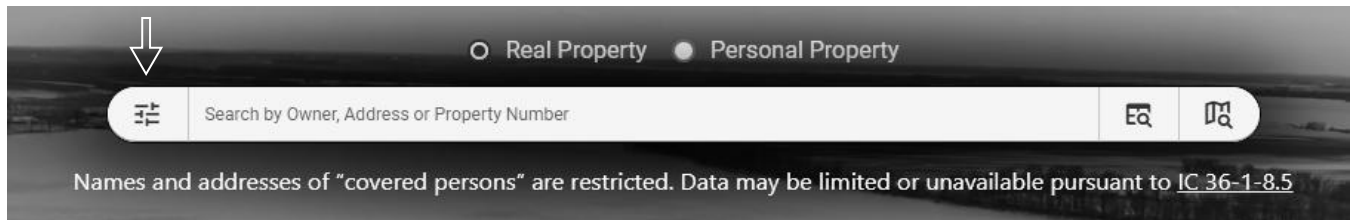




## Vanderburgh County Assessor's Office

### How to Find 2026 Sales Comparisons

1. Go to <https://engage.xsoftinc.com/vanderburgh>.
2. Enter your address and select your parcel.
3. Under Documents, look at your most recent property record card. Keep this on hand as you will need some of the information.
4. Return to <https://engage.xsoftinc.com/vanderburgh> & select the "Advanced Search" icon to the left of the search bar.



5. Under "Sale Date" type in date range of 1/1/2025 to 12/31/2025
6. First, try searching by your Neighborhood. Find your Neighborhood number in the upper right-hand corner of the property record card.
7. For TOTAL LIVING AREA, find and enter your home's finished sqft +/- 20% range.
  - Ex: For a 1,200 sqft home, the range would be 960 to 1,440 sqft.
8. Select your home's STORIES and HOUSING PLAN (i.e. Single Family or Duplex).
9. Click SEARCH at the top of the page.
  - *If you do not get a result, try broadening your search to surrounding neighborhoods or by searching the entire District (Township).*
10. Click on each result to open the parcels.
11. Look under Summary at the photos of the homes listed and look for homes with a similar construction type to your home.
12. Look at the Sales List section to confirm the sales date, price, and if it's a valid sale
  - **Note:** All comparable sales must be an arms-length transaction. An arms-length transaction is defined as a transaction in which the buyers and sellers of a property act independently and have no relationship to each other. Bank sales, foreclosures, and sheriff sales, for example, would not be considered arms-length transactions.
13. Choose at least 3 homes within a 2-mile radius that are comparable to yours in size and construction and story height.

#### **26-Pay-27 Appeals Evidence**

- Comparable sales from 1/1/2025 to 12/31/2025 of similar homes within 2-mile radius.
- Appraisals based on 1/1/2026 using sale comparables from 1/1/2025 to 12/31/2025.
- Market analysis from a realtor using sales from 1/1/2025 to 12/31/2025.
- Rental Property- Rental leases or Federal Income Tax Schedule E forms, from 1/1/2025 to 12/31/2025.

For further information regarding searching for comparable sales on the Engage website, please select question mark (?) in the upper right-hand corner of the home page.