

STATE OF KANSAS

David C. Cunningham, Director  
Robert B. Docking State Office Building  
915 S.W. Harrison St.  
Topeka, Kansas 66612-1585



(913) 296-2365  
FAX (913) 296-2320

Department of Revenue  
Division of Property Valuation

**DIRECTIVE #92-005**

**TO: County Appraisers**

**SUBJECT: Procedures and Guidelines for Valuing Property**

---

This directive is adopted pursuant to the provisions of L. 1992, ch. 249, § 1, and shall be in force and effect from and after the Director's approval date.

The county appraiser shall follow the procedures and guidelines set forth in the Division of Property Valuation's specifications, manuals, guides and tutorials, as promulgated by the Director. These include, but are not limited to:

- A. Appraisal Maintenance Specifications
- B. Kansas Reappraisal Manual (revised)
- C. Agricultural Land Identification and Classification
- D. Technical Specifications for Property Ownership Mapping
- E. Technical Specifications for Aerial Photography
- F. Technical Specifications for Rectified Aerial Photography and Soil Overlay Enlargements
- G. Guides:
  - 1. Grain Elevator Guide
  - 2. Manufactured Housing Guide
  - 3. Sale Validation Guide
  - 4. Oil and Gas Price Guide
  - 5. Oil and Gas Appraisal Guide
  - 6. Personal property guides provided by and/or prescribed by the Division of Property Valuation
    - a. Miscellaneous Property
    - b. Motor Vehicle Reference
    - c. Personal Property Reference
    - d. Truck Blue Book
    - e. Abos Marine Blue Book

- f. NADA Recreation Vehicle Appraisal Guide
- g. Aircraft Bluebook-Price Digest
- h. NADA Used Car Guide
- i. NADA Motorcycle Guide
- j. NADA Older Used Car Guide
- k. Motor Vehicle Value Release Forms

Approved: \_\_\_\_\_  
(Date)

\_\_\_\_\_  
David C. Cunningham  
Director of Property Valuation