

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL AND PROPERTY DIVISION
Equalization Bureau

RATIO STUDY PROCEDURE
2023 Supplemental Sales

The larger the sample size, the more precise the statistic. This is a general rule regardless of what statistic is being calculated or analyzed. One remedy the International Association of Assessing Officials (IAAO) Standards¹ recommend for inadequate sample size in the current sales period is to extend the sales period from which sales are drawn.

When there are less than 20 valid sales in a municipality's current year ratio study, supplemental sales will be added using the following criteria outlined in the New Hampshire Equalization Manual approved by the Assessing Standards Board.

1. The current equalization year is October 1, 2022 – September 30, 2023.
2. Prior to adding supplemental sales, a trial study will be printed showing just the current year's information.
3. Supplemental sales will be added from the prior two equalization years, using the following six-month increments, until 20 valid sales are achieved. All valid sales within the six-month increment will be used.
 - April 1, 2022 - September 30, 2022
 - October 1, 2021 - March 31, 2022
 - April 1, 2021 - September 30, 2021
 - October 1, 2020 - March 31, 2021
4. New assessments will be applied to supplemental sales added to any municipality that has conducted a revaluation.
5. A time trend analysis will be done by the DRA. If a municipality can provide documentation to support a different time trending, the DRA will consider the information provided. In either case, a determination whether to apply the time trend or not will be made by the DRA.
6. If there are not 20 valid sales available including sales from the prior two equalization years, the DRA will calculate ratio statistics based on the sales available and use the best evidence available to determine the equalization ratio for a municipality.

¹Standards on Ratio Studies – 2013 Section 6.4