



Department of the County Assessor

Jefferson County, Missouri

Data Policy

Available Data

The Assessor's assessment rolls for real estate and personal property are available for purchase. The data is provided in txt (comma delimited) or Excel (xlsx) format and broke down into various files. Please refer to the Assessor's website for the files currently available. This data is also available to view, free of charge, online.

The Department of the County Assessor is responsible for assessing and maintaining property records. To help meet this need, a Geographic Information System (GIS) has been developed. This tool helps the assessor to collect, maintain, display, and analyze large amounts of data. The purpose of this policy is to provide public access to information contained within this GIS and utilize maps and/or data developed with the system. This data is available to view, free of charge, online on the Assessor's webpage.

Two types of information can be obtained from the GIS: public records and customized data. Public records are information that has been developed or produced in the normal course of activity for the operation and conduct of the Department of the County Assessor. Resulting, public records are information that already exist and will be provided to a requestor in the form that the information is stored in. Custom data is digital and/or hard copy information that the GIS has the ability to create, but is not required for the normal operation and conduct of the Department of the County Assessor, nor exists at the time of the request. For custom data to be developed, it will require using resources to collect, manipulate, reformat, program, and/or test quality control in order to respond to the request. Records identified as exempt under the Missouri Sunshine Law shall not be considered as public record or custom data and will not be made available under this policy.

Information Request Procedure

All requests for digital data should be made to the Department of the County Assessor via email, fax, or mail: gisassessor@jeffcomo.org; fax 636-797-5470; or PO Box 100, Hillsboro, MO 63050. To the attention of: Digital Data Request. Requests must include the type of information, area of interest, media format, and reason for request.

The Department of the County Assessor's primary responsibility is to assess and maintain property records. Custom digital data requests will be handled when time allows deviating from this primary responsibility. To ensure that this primary responsibility is protected, the Department of the County Assessor and/or the Assessor's employees may deny custom digital data requests on the basis of resource availability.

Name/Company: _____ Initial: _____

Date: _____