



2016 APPEAL APPLICATION
Request for Review of Real Property Market Value

For office use only: Appeal Number: _____

FILING DEADLINE IS SEPTEMBER 15, 2016

Owner and Property Information

Owner's Name: _____ Parcel Number: _____ - _____ - _____

Property Address: _____

Your Mailing Address: _____
(Street, City, State and Zip code)

If this is different from the mailing address on your notice and you want to use this for future property tax mailings, check here:

Phone Number: (Primary) _____ (Secondary) _____ Email: _____

What is your Property Type? Please circle all that apply:

A. Single Family Residence	E. Office Building	I. Vacant Land
B. Condo Dwelling	F. Industrial	J. Greenbelt Property
C. Duplex / Four-Plex	G. Retail	K. Other _____
D. Apartment	H. Other Improved Commercial	

Basis for Appeal

Please select the applicable category below and provide documentation to support your opinion of value.
Appeals without sufficient information or supporting documentation will be returned and/or dismissed.

Market Value Appeal – You are appealing the County's assessment of market value, not property type or characteristics.

2016 values were determined based on market data gathered prior to January 1, 2016. Information submitted should reflect market data within one year prior to the lien date of January 1, 2016.

Market Value as shown on the current Valuation Notice: _____ (Value as of **January 1, 2016**)

Please indicate your opinion of Market Value: _____ (Should reflect value as of **January 1, 2016**)

- 1) **Comparable property selling for less.** Please attach the following information for your property and three comparable properties: sale or listing price; date of sale; MLS number (if available); complete address; property type (land, rambler, two-story, etc.); year built; square footage; type of construction (brick, frame, etc.); garage/carport; basement (square footage; percentage completed); number of bedrooms; special features (fireplace, central air, deck, patio, etc.) To expedite your appeal, please provide as much information as possible and attach all supporting documentation.
- 2) **Purchase of the property during the last two years.** If the purchase price is different than the Assessor's market value, please attach a copy of the sale documents. Loan applications are not acceptable.
- 3) **Property appraisal during the last two years.** If the appraisal is different than the Assessor's market value shown on the Valuation Notice, please attach a full copy of the appraisal report.
- 4) **Income Approach to value.** If your appeal is for an income-producing property, attach a Statement of Income and Expense for the last two years, documented by copies of actual leases, rental agreements, and/or rent roll. If property is owner occupied, submit the preceding information for comparable properties. (This is not to be used for single family residences, condos, or duplexes.)
- 5) **Duplex.** Please include rent roll and comparable sales information.
- 6) **Property damaged by natural disaster or affected by access interruption.** Please provide explanation & documentation.

Factual Error Appeal – There is an error in the County's classification or the recorded characteristics of your property.

Please provide full description of error with the supporting evidence.

