

**SUMMARY OF IMPORTANT ADDED/OMITTED ASSESSMENT TAX APPEAL RULES & REMINDERS
(NOTE: THIS IS NOT A COMPLETE LISTING OF ALL THE RULES)**

- ADDED & OMITTED ASSESSMENT APPEALS MUST BE FILED WITH THE TAX BOARD, THE MUNICIPAL TAX ASSESSOR AND THE MUNICIPAL CLERK BY **FRIDAY, DECEMBER 1, 2023, 4:00pm.**
- YOUR ASSESSMENT IS ASSUMED TO BE CORRECT. THE BURDEN OF PROOF IS ON THE PROPERTY OWNER. THE VALUATION DATE FOR AN ADDED/OMITTED ASSESSMENT APPEAL IS OCTOBER 1ST OF THE PRE-TAX YEAR. EXAMPLE: AN APPEAL OF A 2023 ADDED/OMITTED ASSESSMENT HAS A VALUATION DATE OF OCTOBER 1, 2022.
- YOU CANNOT APPEAL THE AMOUNT OF TAXES PAID OR THE CHANGE IN YOUR TAXES.
- YOU CANNOT UTILIZE THE ASSESSMENT OF OTHER PROPERTIES AS COMPARABLES TO JUSTIFY A CHANGE IN ASSESSMENT.
- YOU MUST USE 3-5 COMPARABLES SALES AS OF OCTOBER 1ST OF THE PRE-TAX YEAR AS EVIDENCE. EXAMPLE: AS OF OCTOBER 1, 2022, FOR THE 2023 TAX YEAR. A COMPARABLE SALE MUST BE SIMILAR TO YOUR PROPERTY IN STYLE, SIZE AND LOCATION. COMPARABLES SALES THAT HAVE OCCURRED AFTER OCTOBER 1ST OF THE PRE-TAX YEAR MAY BE USED AS CORROBATIVE EVIDENCE, NOT DIRECT EVIDENCE OF VALUE.
- THE SALE OF THE SUBJECT PROPERTY MAY NOT BE CONCLUSIVE PROOF OF VALUE. AS ONE SALE DOES NOT MAKE A MARKET. YOU SHOULD HAVE ADDITIONAL COMPARABLE SALES TO CORROBORATE YOUR PROPERTY'S MARKET VALUE.
- COMPARABLE SALES MUST BE ARMS LENGTH TRANSACTIONS. NO SALES THAT OCCURRED UNDER DURESS SUCH AS FORECLOSURE OR SHORT SALES WILL BE CONSIDERED AS EVIDENCE OF MARKET VALUE.
- IF AN APPRAISAL IS TO BE USED AS EVIDENCE THE APPRAISER MUST BE PRESENT TO TESTIFY. APPRAISALS DONE FOR REFINANCE OR MORTGAGE PURPOSES THAT ARE NOT AS OF OCTOBER 1 OF THE PRE-TAX YEAR WILL NOT BE CONSIDERED AS EVIDENCE.
- ANY EVIDENCE OF VALUE MUST BE SUBMITTED AT LEAST 7 DAYS PRIOR TO YOUR HEARING DATE TO BOTH THE ASSESSOR (1 COPY) AND THE COUNTY TAX BOARD (1 COPY). IF YOUR CASE IS ADJOURNED (FOR ANY REASON) ANY EVIDENCE OF VALUE MUST HAVE BEEN SUBMITTED 7 DAYS PRIOR TO YOUR ORIGINAL HEARING DATE.
- NO VIRTUAL HEARINGS WILL BE CONDUCTED.