

**INFORMAL ASSESSMENT REVIEW PERIOD**

**April 2 – April 25**

Informal agreement between the Property Owner/Agent and Assessor regarding a change in the current year assessed value.

ASSESSMENT YEAR: 2024                      DATE: \_\_\_\_\_                      **INFORMAL APPEAL #:** \_\_\_\_\_

PARCEL #: \_\_\_\_\_                      PARCEL ADDRESS: \_\_\_\_\_                      CLASS: \_\_\_\_\_

PROPERTY OWNER/AGENT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_                      EMAIL: \_\_\_\_\_

Request for an informal review of the assessment under one or more of the grounds for protest authorized under Section 441.37. If the Assessor or Chief Deputy, following an informal review, determines that the assessment was incorrect with one or more of the grounds for protest, may enter into a signed written agreement with the Property Owner/Agent authorizing the Assessor to correct or modify the assessment according to the agreement of the parties.

<u>VALUE ON 2024 ASSESSMENT NOTICE</u>	<u>REQUESTED VALUE AY 2024</u>
Land: \$ _____	Land: \$ _____
Building: \$ _____	Building: \$ _____
Dwelling: \$ _____	Dwelling: \$ _____
Total: \$ _____	Total: \$ _____

**PETITIONERS REASON FOR APPEAL: Please Circle at least one number & attach separate sheet of paper if needed.**

1. **The property is not equitably assessed.** *List the address or parcel number and current assessed value on like properties. Valuations are to represent market value.*
2. **The property is assessed for more than allowed by law.**  
*Offer evidence that influenced your value and persuade the Assessor you are right. Copy of a recent sale, a recent appraisal or a list of comparable properties.*
3. **The property is not assessable or misclassified.** *State specific reasons.*
4. **There is an error in the assessment.**  
*If the Assessor's office has made a mistake in describing your property. Minor corrections may not reduce value.*
5. **There is fraud in the assessment.** *State specific reasons.*

-----**ASSESSOR'S OFFICE AREA ONLY – DEADLINE DECISION BY ASSESSOR IS APRIL 25<sup>TH</sup>.**-----

**SETTLEMENT VALUE OFFERED:**

Land: \$ \_\_\_\_\_  
 Building: \$ \_\_\_\_\_  
 Dwelling: \$ \_\_\_\_\_  
 Total: \$ \_\_\_\_\_

***DO NOT SIGN OR DATE UNLESS SETTLEMENT VALUE IS OFFERED AND AGREED UPON BELOW***

The property owner/Agent and the Assessor's office have reached an agreement regarding the valuation of the above referenced property and the proposed value indicated on this form shall be considered the valuation of the property as of January 1 of the assessment year in which this request was filed.

PROPERTY OWNER/AGENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

ASSESSOR/CHIEF DEPUTY SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

If the proposed valuation is rejected by the property owner, the property owner or agent must file an appeal with the Board of Review between April 2 and April 30<sup>th</sup> at the Assessor's office in order to preserve the right to appeal the original valuation or classification of the property indicated above.