

APPEAL FORM
BONNER COUNTY BOARD OF EQUALIZATION 2016

(For BOCC Office use only)

Hearing Date & Time _____
 Team Number _____
 Scheduled By (Initial) _____

Date Received _____

PLEASE READ ALL INSTRUCTIONS AND EXPLANATIONS ON THE BACK OF THIS FORM
 IF ADDITIONAL ASSISTANCE OR INFORMATION IS NEEDED, PLEASE CALL 208-265-1438
 PLEASE COMPLETE ALL REQUESTED INFORMATION IN FULL

1. GENERAL INFORMATION AND DESCRIPTION OF PROPERTY	2. APPEAL CONCERNS
PARCEL NUMBER: (SEE ASSESSMENT NOTICE)	(Check all that apply)
NAME(S) OF OWNERS(S) OF RECORD:	Residential <input type="checkbox"/>
PARCEL LOCATION (ADDRESS):	Commercial <input type="checkbox"/>
OWNER(S) MAILING ADDRESS:	Vacant Land <input type="checkbox"/>
OWNER(S) PHONE/CELL #:	Mobile Home <input type="checkbox"/>
OWNER(S) EMAIL ADDRESS:	Industrial <input type="checkbox"/>
	Agricultural/Forest Land <input type="checkbox"/>
	Homeowner's Exemption <input type="checkbox"/>
	Business Personal Property <input type="checkbox"/>
	Other _____ <input type="checkbox"/>

3. OWNER(S) STATEMENT

ASSESSOR'S LAND & BUILDING TOTAL VALUE FROM NOTICE: \$ _____	OWNER'S ESTIMATE OF LAND & BUILDING TOTAL VALUE: \$ _____
I HAVE SPOKEN TO THE ASSESSOR'S OFFICE: <i>(Please check one)</i> YES NO	

4. PLEASE EXPLAIN IN DETAIL WHY YOU ARE APPEALING THIS VALUATION.

If your reason for appealing is due to the valuation being too high, you must provide comparable sales from 2015 to support your position at the time your appeal form is submitted. *(Comparable sales from 2016 cannot be considered)*

5. AGENT REPRESENTATION AUTHORIZATION. *(Must provide a notarized authorization from owner, see back for details)*

6. HEARING ATTENDANCE

Do you, or your representative, want an **Oral** or **Written** hearing? *(Please check one)*

"I certify that all statements herin and/or attachments are true, correct, and complete and I have read and understand the filing deadline and general instructions on Page 2 of this document"

Signature of Appellant/Representative _____ Date Signed _____

PLEASE RETURN THIS FORM AND A COPY OF YOUR ASSESSMENT NOTICE TO THE OFFICE OF THE BONNER COUNTY COMMISSIONERS NO LATER THAN 5:00 P.M. ON JUNE 27, 2016

BONNER COUNTY BOARD OF EQUALIZATION

* Please Read *

FILING DEADLINE AND GENERAL INSTRUCTIONS

By law, the Board of Equalization may only consider current year assessed **property** values, **NOT TAXES**.

IMPORTANT INFORMATION

The assessed value of your house, land or real property may be contested separately and may be adjusted by the Board of Equalization as such. However, if the adjustment of the individual components does not alter the **TOTAL** combined market value of the house, property and real property; the Assessor's value will stand.

A separate form must be completed for each parcel of property appealed.

The Board of Equalization may raise, lower, or maintain the market value based upon the facts presented.

HAVE YOU SPOKEN WITH YOUR ASSESSOR?

If you have questions about how your property was assessed or disagree with the assessment amount, **the first step** is to contact a representative from the Assessor's Office, 265-1440. An explanation will be offered that may answer your concerns, or you might be able to provide new information to the Assessor which could impact your property assessment.

APPEAL FORM

A SEPARATE APPEAL FORM MUST BE SUBMITTED FOR EACH PARCEL. Appeals must be filed on the form provided. Pursuant to Idaho Code § 63-501A, this form must be **completed in its entirety** and **received** in the Bonner County Commissioner's Office, 1500 Hwy 2, Suite 308, Sandpoint, ID 83864, (208) 265-1438, by **5:00 P.M. June 27, 2016**

**** Due to appeal process preparation, appeals will NOT be accepted by fax. ****

Please note: All supporting documentation must accompany your appeal form, including your assessment notice and appeal form, at the time of filing. Documentation submitted will not be returned. (If you have a need to provide documentation after your appeal has been filed, you must provide the additional documentation no later than three (3) days prior to when your appeal hearing is scheduled).

AGENT REPRESENTATION AUTHORIZATION

If someone other than the owner of the property will appear, file evidence, or testify at the Board of Equalization, the owner must provide a notarized letter providing authorization. This letter must include the parcel #, owners name, name of representative, mailing address & phone number for representative.

SUPPORTING DOCUMENTATION

The Board of Equalization must determine the market value of your property based on the sales of comparable properties.

Please provide five (5) complete copies of any additional information you are bringing forward.

"Fair Market Value" Fair market value is that amount of United States money or its equivalent that in all probability a property would exchange hands for, between a willing seller under no compulsion to sell, and an informed, capable buyer; a reasonable time being allowed to consummate the sale, and substantiated by a reasonable down payment or full cash payment. 35.01.04 (Rule 018)

Supporting documentation might include the following:

- Sales of comparable properties in **2015 - NOT listings**
- Copies of contracts
- Closing statements
- Any unique characteristics of your property (written or photos)
- Other information pertaining to the market value of your property

AFTER THE FORM IS FULLY COMPLETED AND SIGNED:

MAIL OR DELIVER COMPLETED FORMS TO:
BONNER COUNTY COMMISSIONERS
1500 HWY 2, SUITE 308
SANDPOINT, ID 83864

FILE BEFORE 5:00 P.M. JUNE 27, 2016

BLANK FORMS ARE AVAILABLE AT THE ABOVE ADDRESS, OR ON THE BONNER COUNTY COMMISSIONERS WEBSITE AT
<http://bonnercounty.us/board-of-equalization/>