



Assessment Appeal Application

Board of Equalization

TO THE BOARD OF EQUALIZATION OF JAMES CITY COUNTY:

The undersigned taxpayer respectfully makes application for the equalization of the assessment on the following described property:

Property Owner: _____

Subject Property Address:

Legal Description: _____

Parcel ID No.: _____

Present Assessment: Land _____ Building _____ Total _____

Prior Assessment: Land _____ Building _____ Total _____

I request the assessment be adjusted as follows:

Requested Assessment: Land _____ Building _____ Total _____

Amount of Change: Land _____ Building _____ Total _____

I request the assessment on this property be compared to that on the following described property:

1. Address: _____ **Parcel ID No.:** _____

Present Assessment: Land _____ Building _____ Total _____

2. Address: _____ **Parcel ID No.:** _____

Present Assessment: Land _____ Building _____ Total: _____

3. Address: _____ **Parcel ID No.:** _____

Present Assessment: Land _____ Building _____ Total _____

Is an appraisal being submitted? _____ Yes _____ No

Given under my hand this _____ day of _____ 20_____

Address of Owner Signature of Owner

City State Zip

Telephone Number Alternate Telephone Number _____

AREA BELOW IS FOR OFFICE USE ONLY

TO THE OFFICE OF REAL ESTATE ASSESSMENTS OF JAMES CITY COUNTY:

At the meeting of the Board of Equalization of James City County, held on the _____ day of _____, 20_____, it was ordered that the assessment on the above described property be _____ to read as follows:

affirmed, decreased, increased

Land _____ Building _____ Total _____

BOARD OF EQUALIZATION OF JAMES CITY COUNTY

BY _____
Chairperson

(See second page for instructions and additional information)

INSTRUCTIONS TO APPLICANTS

In order to facilitate the work of the Board of Equalization, persons filing an application are requested to furnish all requested information in triplicate and return it to Real Estate Assessments as soon as possible. You may wish to visit the *James City County Property Information Web Site* to confirm the “Parcel ID No.”, Legal Description, and assessment information.

<http://www.regis.state.va.us/jcc/public/index.htm>

Board of Equalization
James City County
c/o Real Estate Assessments
P.O. Box 8784
Williamsburg, VA 23187-8784

The basis for an appeal should be:

If the estimate of market value reflected in the assessment notice is not reasonably consistent with the actual market value of similar properties as indicated by recent sales.

If inequalities exist between a property and other properties in the same property class with similar characteristics.

The Code of Virginia 58.1-3381 provides that “...The board shall hear and determine any and all such petitions and, by order may increase, decrease, or affirm the assessment of which complaint is made.”

FULLY STATE WHY YOU BELIEVE THE ASSESSMENT OF THIS PROPERTY IS OUT OF PROPORTION TO THE ASSESSMENT OF SIMILAR PROPERTIES: