

APPLICATION FOR REVIEW OF ASSESSMENT

Note: Application must be filed on or before February 28, 2009

(1) An application form is required for each separate tax parcel; (2) Applicant must be legal owner or duly authorized agent with an attached letter of authorization; (3) Documentation supporting the applicant's opinion must be submitted with application; (4) Income/Expense data for leased or investment property must be provided with application.

Application #: 09- _____



Real Estate Assessor
Rm 802-City Hall
Richmond, VA 23219

For more information: (804) 646-5600

MAP REFERENCE #: _____ - _____ - _____ - _____
(L) (S) (S) (S) (B) (B) (B) (B) (P) (P) (P)

PROPERTY ADDRESS: _____

OWNER OF RECORD: _____

TYPE OF PROPERTY: Single Family 2-4 Family Multi-Family Commercial/Industrial

REASON FOR REVIEW:
 ASSESSMENT IS INEQUITABLE WITH SIMILAR PROPERTIES (Complete Section A)
 ASSESSMENT IS HIGHER THAN MARKET VALUE (Complete Section B)

STATE YOUR OPINION OF MARKET VALUE AS OF JANUARY 1, 2009: \$ _____

I HEREBY REQUEST THE FOLLOWING REVIEW: Ride-by Exterior Insp. Exterior & Interior Insp.

APPLICANT: _____
(Please Print)

MAILING ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____

TEL. CONTACT: (H) _____ - _____ - _____ (W) _____ - _____ - _____ (C) _____ - _____ - _____

Note: A review will result in one of four actions by the assessor: (1) Decreased assessment, (2) Increased assessment, (3) No change, or (4) Reassessment & equalization of neighboring properties

I certify that the descriptions and statements contained in this application are to the best of my knowledge both correct and true. Given under my hand this _____ day of _____, _____.
(Day) (Month) (Year)

Owner/Agent Signature: _____
A titled owner or authorized agent (with certified letter) must sign this form

(Office Use Only)

Application Received: _____

Application #: 09- _____

Application Accepted: _____ Rejected: _____ Employee Initial _____

PROPERTY OWNER SUPPORTING DATA

SECTION A (*Assessment Inequitable with Similar Properties*) The subject assessment should be at the same level of market value as comparable properties. Please list up to three specific properties supporting this contention:

| Address | 2009 Assessment | Description (size, room count, baths, etc) |
|---------|-----------------|--|
| _____ | \$ _____ | _____ |
| _____ | \$ _____ | _____ |
| _____ | \$ _____ | _____ |

SECTION B (*Assessment Higher Than Market Value*) The subject assessment is determined by analysis of real estate sales with physical and location characteristics similar to subject property. Please list up to three specific sales occurring in 2008 supporting this contention:

| Address | Sale Date | Sale Price | Description (size, room count, baths, etc) |
|---------|-----------|------------|--|
| _____ | _____ | \$ _____ | _____ |
| _____ | _____ | \$ _____ | _____ |
| _____ | _____ | \$ _____ | _____ |

SECTION C: (Income/Expense Information). On a separate sheet, attach gross lease income estimates and property expenses for the past year.

Notes: