

# RICH COUNTY BOARD OF EQUALIZATION

## REQUEST FOR REVIEW

**FOR OFFICE USE ONLY**

<b>Owner's Name</b>	<b>Telephone Number</b>	<b>Parcel Number</b>
<b>Street Address</b>	<b>City State Zip Code</b>	<b>Appeal Number</b>
<b>Agent's Name</b>	<b>Telephone Number</b>	<b>Date Received</b>
<b>Property Location</b>	<b>Parcel Number</b>	<b>Appointment Date</b>
<b>Type of Property (circle one)</b> Vacant Land    Commercial    Residential    Agricultural    Other		<b>Clerks Initials</b>

**Complete one form for each parcel and return to the address shown here by 5 p.m. September 15.**

Rich County Assessor  
 PO Box 343  
 Randolph, UT 84064  
 Phone #: (435) 793-5215    Fax #: (435) 793-2410  
 E-mail: [kwilson@richcountyut.org](mailto:kwilson@richcountyut.org) or [aassessor@richcountyut.org](mailto:aassessor@richcountyut.org)

**Reason for appeal:**

- ◇ Recent sale of property (Attach copy of closing documents).
- ◇ Recent appraisal of subject property (Attach full copy).
- ◇ Cost to construct (Attach copies of all Receipts).
- ◇ Recent sales of comparable properties (Please list comparable properties below).

Parcel Number	Owner's Name	Sale Price	Sale Date

- ◇ Capitalized income derived from commercial property.
- ◇ Other: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Based on the facts that I have presented, it is my opinion that the market value of the property is \$ \_\_\_\_\_.

◇ **I do not wish to appear before the county board.** I wish to have the board's decision based on consideration of the information submitted. I understand that I retain the right to appeal to the Utah State Tax Commission if I am not satisfied.

I certify that all statements here and before the board are true, complete, and correct to the best of my knowledge. I understand that all information submitted to the board, and the decision of the board, are public record. If the board is unable to make a decision prior to November 30<sup>th</sup> I am still responsible to pay all the taxes due to avoid penalties and interest. If a refund is necessary, it will include interest starting January 1<sup>st</sup>.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

\_\_ Owner \_\_ Other (Attach Authorization if signature is from someone other than the owner.)

**RICH COUNTY BOARD OF EQUALIZATION  
INFORMATION AND INSTRUCTIONS  
ON FILING A REQUEST FOR REVIEW OF MARKET VALUE**

**GENERAL INFORMATION**

**Basis for Adjustment-** The Rich County Board of Equalization only considers matters related to the valuation of property for tax purposes. The amount of tax and other issues not related to value cannot be considered by the board. Only current year values can be appealed. If you have an appeal pending with the State Tax commission for a previous year, you must still file an appeal with the board for the current year.

**Burden of Proof-** You must present facts to the board to support your claim that the assessor's value on your property is incorrect. These facts may include a recent appraisal, sales that are comparable to your property, closing statements, pictures or any other information to support your claim.

**Authority of the Board-** The board may raise, lower or maintain the value of your property based on the facts presented by you and by the assessor.

**Payment of Taxes-** You must pay your property taxes by November 30<sup>th</sup> to avoid penalties and interest even if the board has not made a final decision.

**FILING INSTRUCTIONS**

**Board Applications and Hearings-** Your application and all supporting facts must be filed with the Rich County Board of Equalization no later than **5:00 p.m. September 15.** The Board will meet at the Rich County Courthouse. Please call the Rich County Assessor's Office to set up an appointment: (435) 793-5215.

A "Request for Review" form must be completed for each separate property for which you wish an adjustment of market value. Attach all relevant documents to the Request for Review.

**Submit Notice-** Please provide a copy of your current "Notice of Valuation and Tax Change" with the "Request for Review" form.

**Tax Representative-** An authorization form must accompany the application if a representative will appeal the value of your property on your behalf. For an authorization form contact the Rich County Assessor's office. Failure to obtain representation is not grounds for complaint at a later stage in the process. A minor must be represented by an adult.

**Falsifying Evidence-** An appellant or representative found to be misrepresenting, concealing, or falsifying information before the board is subject to criminal prosecution as set forth by law.