

RICH COUNTY BOARD OF EQUALIZATION

REQUEST FOR REVIEW

FOR OFFICE USE ONLY

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

Complete one form for each parcel and return to the address shown here by 5 p.m. Sept. 14, 2018.

Rich County Assessor
 PO Box 343
 Randolph, UT 84064
 (435) 793-5215

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 30th 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 1st.

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 30th 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. Sept. 17, 2018.** The board will be in session Sept 17, 2018 10:00 a.m. to 4:00 p.m. and Sept. 18, 2018 from 1:00 p.m. to 5:00 p.m. by appointment only. 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.

August 2018

Dear Property Owner,

Enclosed you will find the form (Request for Review) needed to appeal the value of your property. Please complete this form after reading the information and instruction sheet. If you wish to have someone else represent you, please call us and we will send you the additional form you will need.

The Rich County Board of Equalization will be in session on Monday, Sept 17, 2018 from 10:00 until 4:00 p.m. and Tuesday, Sept 18, 2018 from 1:00 until 5:00 p.m.
Please call if you would like to set up an appointment. Please bring these completed forms and any other information that will help the board make an informed decision with you to your appointment or send them to our office before 5:00 p.m. on Sept 17, 2018.

If you do not wish to appear before the board you may send in any information with the enclosed Request for Review. The board will consider all of your information and make a final determination of value. Your application and all supporting facts must be filed with the Rich County Board of Equalization no later than **September 17, 2018.**

If you have any questions please contact our office at:

Rich County Assessor
PO Box 343
Randolph, UT 84064
Phone #: (435) 793-5215
Fax #: (435) 793-2410
aassessor@richcountyut.org

Sincerely,

Kim Wilson
Rich County Assessor

Enclosures: