

TOOELE COUNTY 2017 APPEALS INSTRUCTION FORM

These are instructions for appealing property values. Appeals will be accepted regarding the total market value of your property **only**. Appeals **will not** be accepted based on the tax dollar amount. The value placed on the property is the assessors estimated fair market value as of January 1st, 2017:

Your appeal must be in written form and contain the following information.

- 1- A name and phone number where you can be reached and a copy of the disclosure notice sent to you.
- 2- The complete parcel number of the property you are appealing. The parcel number is located on the upper right-hand corner of your disclosure notice.
- 3- Your estimated opinion of value of the property and how you arrived at that value.
- 4- Evidence to support your estimated opinion of the property value which must include at least one of the four following criteria:
 - a. At least 3 comparable properties similar to your home that have sold recently, preferably from 10/01/2016 to 03/31/2017. This information is usually available through real estate agents. OR:
 - b. Purchase of the property in 2016 or early in 2017. Submit a copy of the closing and/or settlement statement. **Please note:** “Short Sales”, “Bank-Owned”, and/or “Foreclosure” sales are not necessarily indicative of a fair market sale but will be considered. These sales **must** be supported by a valid appraisal report that banks require for such sales. OR:
 - c. An appraisal done on the property with an effective appraisal date within the year of 2016 or early 2017. OR:
 - d. A written statement of what you consider a factual error on the property. You may review your property card in the Assessors Office during regular business hours.
- 5- In order to expedite your appeal, please submit this information no later than August 31, 2017. No appeals will be accepted after 6:00 p.m. (MST), September 15, 2017.
- 6- Mail the appeals information to: Tooele County Appeals Division; 47 South Main Street; Tooele, Utah, 84074. If you are faxing, the FAX number is 435-843-3464. Appeals can also be made online at [HTTPS://BOE.TOEELECOUNTYONLINE.ORG](https://BOE.TOEELECOUNTYONLINE.ORG).
- 7- The appeals information will be reviewed and processed in the *order they are received*. Upon receipt and review of your appeal information, an appraiser from the Assessors Office will contact you for further clarification, stipulations, and if necessary make an appointment with a hearing officer at the Board of Equalization.

**THE TOOELE COUNTY APPEALS DIVISION – BOARD OF EQUALIZATION 2017
THANKS YOU FOR YOUR TIME AND CONSIDERATION ON THIS APPEAL MATTER. THIS
PROCESS WILL EXPEDITE THE APPEALS REVIEW OF YOUR PROPERTY**

**TOOELE COUNTY INFORMATION LINE IS 435-843-3480
TOOELE COUNTY WEBSITE IS WWW.CO.TOEELE.UT.US
APPEAL ONLINE: [HTTPS://BOE.TOEELECOUNTYONLINE.ORG](https://BOE.TOEELECOUNTYONLINE.ORG)**