

LEE COUNTY BOARD OF REVIEW 2011 ASSESSMENT APPEAL

Filing Deadline: December 30, 2011

Please Type or Print

Property Identification	Ownership Information <i>(All notices will be mailed to the owner.)</i>
Parcel Number:	Owner's Name:
Property Address:	Mailing Address:
City/Village:	City, State, Zip
*Attorney/Agent:	Owner's Phone Number:
<p>*Note: An Attorney/Agent is not required, however if one is used, a letter of authorization, signed by the owner, must accompany this appeal. An appeal without a letter of authorization is subject to dismissal.</p>	
Current Assessment	Requested Assessment
Land	Land
Building	Building
Total	Total
<p><i>If appealing multiple parcels, please add assessments together or attach a separate sheet.</i></p>	
<p>Reason(s) for filing this appeal (<i>please check at least one</i>). In all cases, supporting documents must be included.</p>	
	1. Current assessment is greater than 1/3 of fair cash (market) value (see Rules, Section V)
	2. Current assessment is inequitable when compared to similar properties (see Rules, Section VI)
	3. Current assessment is based on incorrect physical description of property – i.e., incorrect bldg. size (Rules, Section VII)
	4. Current assessment counters the law (see Rules, Section VIII)

One **original** and **three copies** of the assessment appeal form and all supporting evidence must be submitted. Facsimiles (fax) and emailed forms will not be accepted. If you wish to use the copy machine located in the Chief County Assessment Office, there is a charge of .25 per copy. If an insufficient number of copies are submitted, the Clerk of the Board will reproduce the copies at a cost of \$1.00 per page and copying charges will be invoiced to the appellant.

Filing Deadline: Fully completed appeals must be filed with the Clerk of the Board on or before **December 30, 2011**. All supporting evidence must be filed on or before **January 13, 2012** (if not submitted with appeal). Mailings postmarked by the Post Office are considered filed on the postmarked date.

Submit all documentation to:

**Lee County Board of Review
 Lee County Courthouse
 112 East Second Street
 Dixon, Illinois 61021**

If you have questions, please call the Supervisor of Assessments' Office, phone (815) 288-4483. Office hours are Monday thru Friday, 8:00am to 4:30pm, (except legal holidays).

Owner's Signature
(Required)

Date

For the Board of Review Rules and additional information, visit our website:
<http://www.countyoflee.org/assessor/bor.html>

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2011 ASSESSMENT APPEAL**

Comparable Sales/Assessment Equity Grid Analysis

This form was developed to assist the taxpayer when filing an appeal based on Fair Cash Value or Assessment Equity. (See Board of Review Rules Sections V and VI.) It is not necessary to complete this grid if you are submitting an appraisal report. When completing the grid, use only properties that are similar to the subject property in size, story type, age, condition, etc.

	Subject (your property)	Comp. #1	Comp. #2	Comp. #3
Parcel Number				
Address				
Proximity to Subject				
Lot Size				
Design/Number of Stories				
Exterior Construction				
Age of Property				
Condition of Property				
Number of Bathrooms				
Number of Bedrooms				
Living Area (Square Feet)				
Finished Basement Area				
Air Conditioning				
Fireplace				
Garage or Car Port				
Other Improvements				
Date of Sale				
Sale Price				
Sale Price Per Square Foot				
Land Assessment				
Building Assessment				
Total Assessment				
Assessment per square foot = (Bldg. Assmnt./Bldg. Sq. Ft.)				