

OPTION TO APPEAL VALUE OR CLASSIFICATION

(Please read all the information below BEFORE deciding if you want to appeal.)

If you decide to appeal, this entire form must be signed and returned within 30 days subsequent to the date of the initial mailing of this valuation notice to the Cowley County Appraiser’s Office PO Box 641, 321 E 10th Winfield KS 67156.

OWNER OF RECORD _____
PRINTED NAME _____ SIGNATURE _____
SIGNATURE IS OF ___ OWNER ___ REPRESENTATIVE/AGENT
DAYTIME PHONE NUMBER _____ Date _____

HEARING WILL BE SCHEDULED FOR PARCEL ID _____
QREF _____ CLASSIFICATION _____

PLEASE CHECK REASON FOR APPEAL
____ Value is over market value ____ Recent appraisal of property ____ Classification is incorrect
Comment: _____

OWNERS’S OPINION OF VALUE \$ _____

PLEASE CHECK TYPE OF HEARING ____ Request meeting with Appraiser ____ Request phone hearing
Would mornings or after noon work best for you? _____

STARTING AN APPEAL

If you wish to appeal the value or classification of this property, this entire form must be signed and returned to the Cowley County Appraiser’s Office within 30 days from the mailing date of the notice. All informal meetings must be completed by May 14th. Note: If the property owner is going to be represented by someone else at the informal meeting, the property owner must complete and file a “DECLARATION OF REPRESENTATION” form with the Appraiser’s Office prior to the date of the meeting. At least 10 days prior to the meeting, the Appraiser’s Office will mail you a confirmation of the meeting.

If you are not able to keep the appointment time, it is your responsibility to reschedule. If you do not, you will be considered a “no-show” and will not be able to reschedule.

You will receive a decision from your meeting by May 20th.

If you do not appeal within 30 days from the mailing date of the notice, you may still protest the value or classification of your property when you pay your taxes or by January 31st if your taxes are paid out of an escrow account by a tax service. By law, you cannot have an appeal and a payment under protest for the same property in the same tax year.

During the informal meeting, the Appraiser will explain how the value was determined. During or before the meeting, you should also review information the Appraiser’s Office has on properties comparable to your own that have sold. The burden of proof for real property valuation is the duty of the County Appraiser’s Office. However, supplying the Appraiser with supporting documentation to validate your opinion of value for the property under appeal is recommended.

A Guide to the Appeal Process in Kansas is available free of charge in your County Appraiser’s Office.

If you have any questions, please call Cowley County Appraiser’s Office at 620-221-5430.

Web Page Address www.cowleycounty.org