

ASSESSMENT APPEALS PROCESS

- 1.) APPEALS MUST BE MADE IN WRITING BETWEEN FEBRUARY 1 AND FEBRUARY 20TH 2008 ON THE PRESCRIBED FORM. THE FORM MUST BE COMPLETED IN ITS ENTIRETY INCLUDING OWNER ESTIMATE OF VALUE AND REASON FOR APPEAL. BLANK FORMS ARE AVAILABLE IN THE ASSESSOR'S OFFICE AND ONLINE AT:
www.watertownct.org go to Departments, then Assessors to download the form and instructions.
- 2.) THE BAA CAN ONLY HEAR APPEALS THAT PERTAIN TO THE ASSESSED VALUE OF THE PROPERTY. THEY CANNOT HEAR APPEALS FROM OWNERS WHO DISAGREE WITH THE ACTUAL TAXES ON A PROPERTY, OR THE PERCENT CHANGE IN VALUE FROM ONE YEAR TO THE NEXT
- 3.) APPELLANTS ARE NOT REQUIRED TO HAVE AN APPRAISAL, HOWEVER THEY ARE REQUIRED TO SUBSTANTIATE WHY THEY FEEL THE VALUE IS INCORRECT. IF AN APPRAISAL HAS BEEN DONE, IT SHOULD NOT BE MORE THAN ONE YEAR OLD AND MUST HAVE AN EFFECTIVE DATE OF 10-01-08.
- 4.) A COPY OF THE APPELLANTS OWN PROPERTY RECORD CARD WILL BE PRINTED AT NO COST. ALL OTHERS WILL BE \$1.00
- 5.) IF THE PROPERTY OWNER WILL NOT ATTEND THE HEARING HIMSELF, WRITTEN AUTHORIZATION MUST BE PROVIDED TO THE REPRESENTATIVE.
- 6.) APPELLANTS WILL BE NOTIFIED BY MAIL AS TO WHEN THEIR APPOINTMENT IS. ALL HEARINGS ARE HELD IN TOWN HALL/ASSESSOR'S OFFICE. DUE TO THE LARGE NUMBER OF HEARINGS THERE CAN BE NO RESCHEDULING.
- 7.) APPELLANTS WILL BE NOTIFIED BY MAIL AS TO THE DECISION MADE BY THE BAA.
- 8.) IF THE APPELLANT IS DISSATISFIED WITH THE RESULTS OF THE HEARING, THEY CAN APPEAL TO SUPERIOR COURT.
- 9.) THE BOARD OF ASSESSMENT APPEALS HAS THE AUTHORITY TO INCREASE OR DECREASE ASSESSMENTS.

PETITION TO THE
BOARD OF ASSESSMENT APPEALS
TOWN OF WATERTOWN

Must be filed between February 1st and February 20th

By the authority of Public Act 95-283, of the State of Connecticut, Please print or type the following information about each property appealed.

GRAND LIST OF OCTOBER 1, 2008

PROPERTY OWNERS NAME: _____

APPELLANT'S NAME: _____

PROPERTY LOCATION: _____

M-B-L: _____ ACCOUNT # _____

PROPERTY TYPE: _____

REASON FOR APPEAL: _____

APPELLANT'S ESTIMATE OF VALUE: _____

Name, address, and phone number of party to be sent correspondence:

Signature of property owner or
Duly authorized agent
(attach proof of authorization)

DATE

ALL SECTIONS MUST BE COMPLETED IN ORDER TO BE GIVEN A HEARING.
(CALL ASSESSOR'S OFFICE IF FURTHER INFORMATION IS REQUIRED)

THIS FORM MUST BE RECEIVED BY THE ASSESSOR'S OFFICE NO LATER THAN

FEBRUARY 20TH at 5:00 pm

POSTMARKS ARE NOT ACCEPTABLE

Hearings are held in the Assessor's Office, 37 DeForest St. Watertown, CT 06795

You will be notified of the date and time.

Board of Assessment Appeals
37 DeForest St
Watertown, CT 06795