# RESIDENTIAL APPEAL FORM, 2016

**Lake County Board of Review**
**18 North County Street 7th Floor**
**Waukegan, IL 60085-4335**
**Telephone: (847) 377-2100**

Official Use Only
Appeal Number:

| | |
|---|---|
| Owner's Name: | NOTICE OF HEARING AND FINDING TO BE MAILED TO: |
| Township: | Owner's Name: |
| PIN: | Attorney: |
| Property Address: | Mailing Address: |
| City/Village: | City, State, Zip: |
| Email Address: | Email Address: |

| | |
|---|---|
| The current assessment is: | The assessment should be (Required Information): |
| Land: | Land: |
| Building: | Building: |
| Total: $0 | Total: $0 |

Is this your principal residence? Yes ____ No____ Purchase Price: _____Purchase Date: _____

Is this property listed for sale? Yes ____ No____ Asking Price _____

**Please note: Taxpayers are advised to discuss their real estate assessments with their Township Assessor's Office prior to filing an appeal to the Board. Many times the reason for the assessment can be made clear or any errors in the property record card can be corrected through the local assessor's office <u>without filing an appeal to the Board</u>.**

**You can select multiple reasons for your assessment appeal. Please check the reason(s) for this appeal:**

____1. The Assessment is based on a Factual Error (e.g. incorrect square footage).
See the Board's 2016 Rules, Section IV A, and call your assessor's office to request a field inspection of the subject property.

____2. The Assessment is Greater than 1/3 of the Subject Property's Recent Sale Price.
See the Board's 2016 Rules, Section IV B, and submit the signed Settlement Statement **or** signed HUD-1 **and** the recorded Illinois Real Estate Transfer Declaration (PTAX-203) **or** MLS closed listing sheet and full property history.

____3. The Assessment is Greater than 1/3 of Fair Cash Value.
See the Board's 2016 Rules, Section IV C, and submit an appraisal or the Lake County Comparable Property Grid (located at boardofreview.lakecountyil.gov) by clicking on Comparable Search Tool and use properties that have recent sales or other acceptable evidence of Fair Cash Value (Sale price per AGLA), valuing the Subject Property as of January 1, 2016.
If applicable, please check**;** Appraisal attached ____ **or** Appraisal forthcoming ____

____4. The Assessment is Higher than the Assessment of Comparable Properties (Equity case). See the Board's 2016 Rules, Section IV D, and complete the Lake County Comparable Property Grid (located at boardofreview.lakecountyil.gov) by clicking on Comparable Search Tool, here the analysis generally focuses on building value per AGLA on the county comparison grid.

____5. Other (e.g., matter of law). See the Board's 2016 Rules. Section IV E, and attach an explanation.

**This property has pending appeal with the Illinois Property Tax Appeal Board** ____ 2015 ____ 2014 ____ 2013

**Please check ONE option below:**

____1. I am requesting that the Board decide this appeal based on the information provided herein. I will not appear in person nor telephone.
____2. I wish to **telephone** the Board. Please notify me of my designated date and time to call.
____3. I wish to appear **in person**. Please notify me of the hearing date and time.

Submit one (1) original of this form and all evidence in one complete set to the Board of Review at the address shown above within thirty (30) days of the township assessment publication in the local newspaper. Please ***<u>do not staple</u>*** any documents. **Use paper clips** instead of staples. Assessors are to make their evidence available by email or U.S. mail to each appellant five (5) days prior to the scheduled hearing.

Owner's Signature: _____Daytime Phone: _____ Email Address:_____

Attorney's Signature: _____Daytime Phone: _____ Email Address:_____

Attorney Registration & Disciplinary Commission #: _____
For the Board's 2016 Rules and additional information, visit the website: boardofreview.lakecountyil.gov