

Residential Property Grid

	Your Property Address	Comparable Sale #1	Comparable Sale #2	Comparable Sale #3
Property 911 Location:				
Date of Sale:				
Sale Price:				
Lot Size:				
Building Size:				
Building Style: (Cape, Ranch, etc.)				
# of Baths:				
Finished Basement				
Garage / # Cars:				

Signature of Taxpayer: _____ Date _____

Taxpayer's representative (If applicable, provide letter): _____

Check if this is a mail grievance no hearing – (an inspection will still be needed)

SUBMIT Letter and completed Application ...BEFORE the start of Grievance hearings.

APPEALING YOUR PROPERTY ASSESSMENT

1. **REVIEW A COPY OF YOUR PROPERTY RECORD CARD** Check for incorrect description or measurement of your property. Bring any discrepancies to our attention, and the Listers will attempt to correct the data without delay.
2. **BE PREPARED TO DESCRIBE YOUR PROPERTY FULLY AND TO SHOW WHAT THE FAIR MARKET VALUE IS**
To do this, you may want to use the opinion of an independent appraiser, recent sales of similar properties (with the past twelve months). Local sales information are available for inspection in the Listers Office.
3. **MAKE A LIST OF OTHER PROPERTIES IN TOWN THAT ARE MOST SIMILAR TO YOURS** Choose properties that are roughly the same size, having the same kind of land. Find out the listed values of other properties in town that are similar to yours.
4. **PROPERTY INSPECTION** An important part of the Board of Listers grievance decision-making process is an interior inspection of your property. This will typically be scheduled the same day as your hearing.
5. **BURDENS IN GRIEVANCE APPEALS** By law, the appealing taxpayer has the burden to produce some evidence greater than his/her general belief that his/her property is listed too high. Simple, though heartfelt, statements such as "I know I can't sell it for that amount" or "if anyone wants to buy it for that amount, they can have it" do not meet the taxpayer's burden of production. If the taxpayer does not present any credible evidence assailing the Grand List, the presumption remains that the Listers are correct.
6. **FURTHER INFORMATION ABOUT GRIEVANCES** The *Handbook on Property Tax Assessment Appeals* from the Vermont Secretary of State website, can be viewed or download at <http://www.sec.state.vt.us>