

PROPERTY ASSESSMENT APPEAL FORM

JOHNSON COUNTY BOARD OF EQUALIZATION (BOE)
300 N HOLDEN STREET, SUITE 201
WARRENSBURG, MO 64093

Appeal forms must be postmarked or delivered in person to the above address by Friday, July 9, 2021.

Appeal form(s) must be typed or printed in black or blue ink and filled out entirely.

OFFICE USE ONLY	
DATE RECEIVED	_____
APPEAL NO.	_____
HEARING DATE	_____
HEARING TIME	_____

Owner: _____ Parcel / Account No. _____

(Name of the person or entity in which the property assessment appears)

PLEASE CHECK ONE, THIS APPEAL IS FOR: () REAL PROPERTY () PERSONAL

Address of Property: _____ City _____ State _____ Zip Code _____

(NOTE: A separate appeal form must be filed for each account or locator number)

Mailing Address: _____ City _____ State _____ Zip Code _____

(Only if different than Property Address)

Property Description, Type and Use: _____

Purchase Price _____ Purchase Date _____ Type of Sale _____

Subsequent improvements made to the property _____

_____ Cost _____

Owner's Opinion of Fair Market Value (FMV): _____ Assessor's FMV Being Appealed: _____

Indicate market or assessed value (required to process this appeal). Taxes are determined by rates set by each political subdivision.

Agent's Opinion of Value(s) _____ Is Agent a Certified or Licensed real estate appraiser? () YES () NO

Name of person preparing valuation information: _____

Reason for requesting revision of Fair Market Value (FMV) (Select one and explain below):

() Overvaluation () Misclassification () Other _____

Explain: _____

Parcels may be appealed only once during each reassessment cycle unless it is new construction.

All supplemental documentation supporting owner's opinion of value such as: appraisals, construction & repair estimates, photos, sales contracts, etc., income & expenses (income property) need to be submitted with this form.

I declare that I have examined this form, including all attachments, and to the best of my knowledge and belief, the information is true, correct and complete. This appeal must be signed by the owner or the owner's agent. The Board of Equalization requires the documented authority for representation or attorney representation for all corporations, partnerships, and trusts and other legal entities.

Signature and contact information are required. Incomplete forms will not be accepted and / or returned. Supporting documentation must be provided with this form will not be returned.

SIGNATURE: _____ DATE _____

Email: _____ Daytime Phone Number: _____

Registered Agent Name: _____ Firm: _____ Contact No. _____

Agent Authorization Must Be Included

Attorney's Name: _____ Firm: _____ Contact No. _____

In accordance with 137.115, assessed values are determined January 1st, using economic data as of January 1, 2021. You will be notified by phone, email or U.S. Postal Service of the scheduled date and time of hearing.

() I waive my right to a hearing. () Yes, I would like a hearing.

PLEASE READ ALL INFORMATION ON THE BACK OF THIS FORM AND FILL IN ALL FIELDS ABOVE TO ENSURE YOUR REQUEST WILL RECEIVE PROPERT CONSIDERATION.

BOARD OF EQUALIZATION / PROPERTY ASSESSMENT APPEAL FORMS

Prior to requesting any Board of Equalization Forms or Appeal Hearing, it is recommended you speak to the Assessor's Office.

Contact the Johnson County Assessor's Office at 660-747-9822.

ALL APPEAL FORMS MUST BE RECEIVED OR POSTMARKED BY THE COUNTY CLERK'S OFFICE NO LATER THAN 4:30 P.M. ON FRIDAY, JULY 9, 2021.

WHO IS THE BOARD OF EQUALIZATION?

- The Board of Equalization is based on Revised Statutes of Missouri 138.010 and independent of the Assessor's Office.

HOW DO I COMPLETE THE APPEAL FORM?

- Appeal form(s) must be typed or printed in black or blue ink and filled out entirely.
- A separate appeal form must be filled out for each property by parcel or account number.

WHAT MAY BE USED AS SUPPLEMENTAL DOCUMENTATION / EVIDENCE?

- Recent copy of sales contract / closing statement (5 years or less)
- Recent copy of appraisal (5 years or less) or opinion letter from a Realtor
- Similar property's appraisals (include name and address)
- Similar property's recent sale documents (include name and address)
- Blueprint or outside measurements of your property
- Current photographs
- Costs: construction, capital improvement, deferred maintenance (cost-to-cure)
- Income-producing property should include supporting income and expense information (historical income and expenses, rent roll, lease, income and expense pro forma, and comparable rentals, etc.)

HOW IS AN APPEAL SUBMITTED?

- Any person who wishes to distribute supplemental documentation, written testimony or evidence on their appeal should submit electronic copies by email to JPowers@JoCoCourthouse.com or prepare two (2) paper copies of all documents to be submitted with the Property Assessment Appeal Form.
- Failure to submit supplemental documentation may result in a no-change. However, the right to appeal to the State Tax Commission will remain open and available.
- **Appeal deadline is Friday, July 9, 2021.**
- Please email the appeal form and all supporting documents to JPowers@JoCoCourthouse.com or you may mail or deliver to: Board of Equalization, 300 N Holden Street, Suite 201, Warrensburg MO 64093 before the deadline.

WHEN WILL THE APPEAL HEARING BE SCHEDULED?

Upon receipt of documentation, you will be notified by the County Clerk's Office of the date and time set for your hearing. The board allows approximately 20 minutes for your appeal. Your hearing will be scheduled Monday, July 19th, Tuesday, July 20th, or Thursday, July 22, 2021 9:00 a.m. – 4:00 p.m. Please provide, with your completed appeal forms, any dates or times you are unavailable. Canceled, withdrawn or dropped appeals cannot be appealed to the State Tax Commission. If you have not received your meeting confirmation, please call for your appeal hearing information: 660-747-6161.