



2009 REAL ESTATE ASSESSMENT APPEAL APPLICATION

Department Of Tax Administration (DTA)
Fairfax County Real Estate Division
 12000 Government Center Parkway, Suite 357
 Fairfax, Virginia 22035

Telephone: 703-222-8234; TTY: 703-222-7594;
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E-mail: <http://iCare.fairfaxcounty.gov/ContactUs/>
Internet: www.fairfaxcounty.gov/dta

Tax Map Reference Number

DTA USE ONLY	NBHD #: _____
Appeal Number: _____	
Assigned to Appr: ____ Date Due: __/__/____	

..... **APPEAL DEADLINE IS APRIL 3rd**

Appeals received after the deadline will not be processed until the coming year's assessment review is complete

Address of Property Being Appealed:		
Property Location (City):	Property Zip Code:	
Building Name (if any):		
Name of owner (s) on January 1st:		
2009 Assessment Notice Values: Land:	Building:	Total:

PLEASE NOTE, under state law neither financial impact nor the rate of value change is by itself sufficient grounds for appeal. As required, DTA's assessment is an estimate of fair market value as of January 1, 2009. We do welcome appeals based on issues such as factual discrepancies or demonstrable issues of uniformity or fair market value. Please select your appeal basis (you must select at least one):

<input type="checkbox"/>	FAIR MARKET VALUE: This property is assessed greater or less than its Fair Market Value as indicated by a review of comparable properties (see reverse side of form).
<input type="checkbox"/>	LACK OF UNIFORMITY: This property assessment is out of line generally with similar properties (see reverse side of form)
<input type="checkbox"/>	ERRORS IN PROPERTY DESCRIPTION: Assessment is based upon inaccurate information concerning this property such as lot size, square footage, condition of property, flood plain, topography, zoning, etc. Accurate property characteristic details are listed on the reverse side of this form.

OWNER/APPLICANT INFORMATION (must be completed by all owners or applicants)

<i>Based on this appeal information, I believe the proper assessment of this property as of January 1, 2009 should be:</i>		
Land:	Building:	Total:
I hereby certify that the facts contained herein and attached hereto are true, accurate, and correct, to the best of my knowledge and belief. Given under my hand this _____ day of _____, 20____ Signature of Applicant/Owner: _____ Print name of Applicant/Owner : _____ Phone: Day () _____ Other () _____ E-Mail _____ Applicant/Owner Mailing Address (if different from property address): _____		
CHECK ONE: <input type="checkbox"/> I AM THE OWNER OF RECORD <input type="checkbox"/> I AM NOT THE OWNER OF RECORD		

If applicant is not the owner of record, application must include an original **Letter of Authorization** from the owner, signed prior to date of application, either notarized or on owner's commercial letterhead. Two most recent annual income/expense surveys along with current rent roll must be submitted with appeals on income producing properties.

Physical Characteristics of Property Being Appealed (please verify all: "n/a" if not applicable):

Year Built:	Total number of fireplaces (incl bsmt):
Year house remodeled & cost:	Central air conditioning (yes or no):
Year kitchen remodeled & cost:	Number of bedrooms in basement:
Year bath/baths remodeled & cost:	Number of dens in basement:
Total number of rooms – condos only (incl bsmt):	Size of basement rec room (square feet):
Total number of bedrooms:	Second kitchen (yes or no):
Total number of full bathrooms w/tub or shower (incl bsmt):	Elevator (yes or no):
Total number of half bathrooms (incl bsmt):	Utilities (circle): Water Sewer Gas Septic Well

Sale Information on Property Being Appealed:

Most recent sale date and price:
Has the property under appeal been listed for sale in the last 3 years (yes or no - provide dates & prices):
Has the property under appeal been professionally appraised in the last 3 years (list appraised value & date; <i>submitting a copy of the appraisal may help expedite our review</i>):

Comparable Properties (attach additional pages if you wish to submit more than 3 comparables):

Provide information below relating to properties whose characteristics, assessments, or sales prices support your assessment appeal. Sales in 2008 can be considered for the 1/1/09 assessment; however sales that occur in 2009 are not yet germane. Sales after 1/1/09 will be factored into next year's assessment. See below on "How to Receive Assistance and Research Comparable Properties."

Comparable #1:

Map Reference #:		Property Address:	
Assessed Value:	Land:	Improvement:	Total:
Sale Date:	Sale Price:	Style:	Model Name:
Comments:			

Comparable #2:

Map Reference #:		Property Address:	
Assessed Value:	Land:	Improvement:	Total:
Sale Date:	Sale Price:	Style:	Model Name:
Comments:			

Comparable #3:

Map Reference #:		Property Address:	
Assessed Value:	Land:	Improvement:	Total:
Sale Date:	Sale Price:	Style:	Model Name:
Comments:			

Applicant Remarks (attach additional pages if more space is required):

Appeals may result in values being **affirmed or adjusted upward or downward** to establish a fair and equitable assessment of the property. You will be provided with written notification of the results of the review.

HOW TO RECEIVE ASSISTANCE AND RESEARCH COMPARABLE PROPERTIES: You can obtain assessment and sales information from these four sources:

- 1) Access DTA's homepage at: www.fairfaxcounty.gov/dta (click on "Real Estate Tax" & "View My Property").
- 2) Call our Automated Information System at 703-222-6740 Monday through Saturday from 7 a.m. to 7 p.m.
- 3) Call DTA staff at 703-222-8234, Monday through Friday between 8:00 a.m. and 4:30 p.m.
- 4) Visit DTA's real estate office at 12000 Government Center Parkway, Suite 357, Fairfax, Virginia 22035.