

REAL ESTATE APPEAL FORM

Grundy County Board of Review

ROOM 2
111 E. WASHINGTON ST.
MORRIS, ILLINOIS 60450

PHONE (815) 941-3269

FOR ASSESSMENT YEAR 20_____

Section I

This form must be completed and filed within 30 days after date of publication of the assessment list. Any additional written evidence must be submitted with the appeal form.

NOTICE of hearing will be mailed no later than 30 days prior to the hearing date.

**The appeal and evidence must
be submitted in quadruplicate.**

Note: Without prior Board of Review approval, a separate appeal form must be filed on each individual tax parcel.

Section II

Appellant _____

Attorney for Appellant _____

Street _____

Street _____

City _____

City _____

State _____ Zip _____

State _____ Zip _____

Telephone _____

Telephone _____

If represented by an agent, a separate letter of authorization is required.

2a County Parcel Identification No: _____ Township: _____

Address of property: _____

2b If appellant is other than owner, give name and address of owner:

Owner: _____ Address: _____

2c Items 1 and 2 below must be completed. (The information is available from the Supervisor of Assessments.) The assessment placed on the real property for said tax year is as follows:

1. By the Assessor: Land _____ Impr. _____ Total _____

2. Appellant's Claim: Land _____ Impr. _____ Total _____

2d This appeal is based on: (You must check one or more boxes.)

Recent Sale - Complete Section IV

Assessment Equity - Complete Section V

Comparable Sales - Complete Section V

Recent Construction - Complete Section VI

Contention of Law - Submit Legal Brief

Recent Appraisal (By a State
Licensed Appraiser)

2e Date: _____ Signature: _____

Appellant or Attorney

FAXED COPIES OF THIS FORM WILL NOT BE ACCEPTED.

Section III - Description of Property

Lot size _____ or Acreage _____ Describe land _____
 Wooded _____ Lake frontage _____
 Outside dimensions of house _____ Square footage _____
 Construction: frame brick masonry steel other _____
 Design: single story two story 1 1/2 story other _____
 Basement: none full partial finished unfinished
 Garage: attached 1 car 2 car Garage dimensions _____ sq. ft.
 Number of bathrooms _____ Fireplace yes no Central air yes no
 Other improvements: _____

If commercial or industrial property, please attach a detailed description of all improvements and income & expense statements for the three (3) preceding years.

Section IV - Recent Sale Data

The form must be notarized if you complete this section.

The following information regarding the sale of the subject property is furnished to the Grundy County Board of Review to render a decision based on the sale evidence provided by the appellant.

It is now the policy of the Board that where the appellant supplies evidence of a recent arms length sale of the property, the appeal will be decided based on the evidence contained in the record. A property is "recently sold" if the transaction occurred either within six months prior to or within twelve months subsequent to the assessment year under appeal. The decision of the Grundy County Board of Review shall contain a finding that the sale price of the subject is the best evidence of value.

I do solemnly swear that the statements made and the facts set forth in this affidavit and appeal are true and correct, as I verily believe.

Signature of Owner

Date

Subscribed and sworn to before me this _____ day of _____, 20____.

My commission expires _____

Read carefully and answer all applicable questions.

Full consideration (sale price) \$ _____ Date of sale _____

From whom purchased _____

Is the sale of this single family residence a transfer between family or related corporations? yes no

Sold by: owner realtor auction other _____

Name of Realtor Firm _____ Agent _____

Was this property advertised for sale? yes no How long a period? _____

If so, in what manner? local paper multiple listing other _____

Was this property sold in settlement of
 an installment contract a contract for deed or a foreclosure?

Was the seller's mortgage assumed? yes no If yes, specify amount \$ _____

If renovated, amount spent before occupying \$ _____ Date occupied _____

Section V - Comparable Sales/Assessment Equity Grid Analysis

An appraisal can be substituted for completion of this section.

An appraisal establishing the fair market value of the subject property under appeal as of the assessment date. (Note: For Commercial and Industrial property: When a hearing is held in the case, the Board will be better able to judge the weight and credibility of the appraisal if your appraiser testifies in person.)

Evidence of recent sales of properties comparable to the subject property, including the date of the sales, the prices paid, and a property record card or description of each sale showing how it compares to the subject property. (Note: The comparable sales should be similar to the subject property in size, style, age amenities, and location.)

Evidence of assessments of properties similar to the subject property including the current assessment of each property, the property record card, or a description of each property demonstrating its comparability to the subject property. (Note: The assessment comparables should be similar to the subject property in size, style, age amenities, and location.)

	Subject (your property)	Comp #1	Comp #2	Comp #3	Comp #4
PIN #					
Address					
Proximity to subject					
Location (subdivision)					
Lot size					
Design					
Exterior construction					
Age of property					
Condition					
No. of bathrooms					
No. of bedrooms					
Total room count					
Living area (Based upon exterior measurements)					
Basement/Finished basement rooms					
Air conditioning					
Heating					
Fireplace					
Garage/Car port					
Other improvements					
Sale price					
Sale price per square foot					
Date of sale					
Land assessment					
Improvement assessment					
Total assessment					
Assessment per square foot					

Section VI - Recent Construction Information on Your Residence

Evidence of recent construction of the subject property including the price paid for the land and construction of the buildings including all labor. (Note: If the appellant provided any labor or acted as general contractor, evidence of the value of this service should be included with the evidence of the other construction costs.)

The residence was constructed, or it was remodeled, or an addition added, or other building erected on _____ (date).

What was the total cost of the Homesite \$ _____ Building(s) \$ _____

Does this amount include all costs incurred for the construction, such as contractor's fees, architectural or engineering fees, landscaping of homesite, and/or building permits? yes no

You must supply to the Grundy County Board of Review a Contractor's Affidavit or a written summary of the total cost.

a. Date when residence was substantially complete or initially used or occupied _____

b. Date when remodeling was completed _____

c. Date when addition or other building to your homesite was completed _____

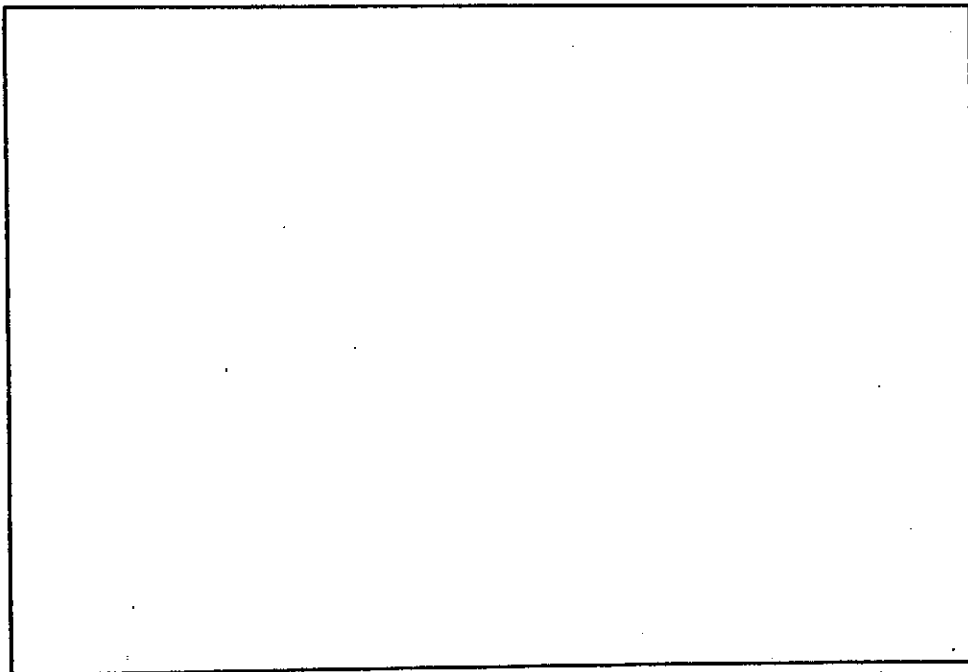
Did owner or member of your family act as the general contractor? yes no

Was any non compensated labor performed? yes no If yes, how much? _____

If commercial or industrial property, please submit a detailed cost breakdown of all improvements. The breakdown must reflect not only direct construction cost but indirect costs as well.

Section VII - Recent Photograph of Property

Note: Also include photographs of comparables.



Section VII - Additional Information Relevant to the Value of the Property.
