

Town of Westfield ♦ Board of Listers

38 School Street ♦ Westfield, VT 05874

Phone: (802) 744-2484 ♦ Fax: (802) 744-6224 ♦ Email: townofwestfield@comcast.net

♦ Web: www.westfield.vt.gov

APPLICATION FOR GRIEVANCE

This form is designated for those who wish to grieve their taxes to the Board of Listers. The Listers have developed this application to assist you in your preparation for grievance day hearings. Please use one application for EACH property you are appealing. **APPLICATION MUST BE RECEIVED PRIOR TO THE FIRST DAY OF GRIEVANCE HEARINGS (Saturday, June 23, 2018, 9:00 a.m. – 12:00 p.m.).**

Name _____

Mailing Address _____

City/State/Zip _____

Phone (Daytime) and/or email _____

Property Location _____

Parcel ID # _____

Current Assessment \$ _____

BASIS FOR APPEAL:

There are three questions every grieving taxpayer must answer:

- 1.) What is your opinion of the fair market value of your property?
- 2.) What are the reasons you believe this to be the value?
- 3.) What evidence supports this opinion?

Please provide a brief statement addressing the three questions above. Bring supporting documents to the hearing that support your opinion of fair market value for your property. Suggested reports are engineering and appraisals which have comparable sales within the Town of Westfield. If you are relying on sales data, please list the sales which support your proposed value for the property. If you feel you are disproportionately assessed, please list those neighboring properties you are using for comparison. If the concern is Homestead or Housesite, please include any applicable data, such as VT HS-122 Homestead Declaration showing the portion of property used for business/rental/commercial purposes. If you need additional space, please attach sheets to this form.

Signature of Taxpayer **(REQUIRED)**

Date

Taxpayer's representative (if applicable)

Phone/Email

GRIEVANCE DATES FOR 2018

Saturday, June 23, 2018, 9:00 a.m. – 12:00 p.m.

- **Once your Application for Grievance is received, we will contact you to schedule your hearing.**
- **You must have an appointment. If you do not have an appointment you will have to wait until all appointments are completed to present your case. You will have approximately 15 minutes to present your case to the Listers.**
- **The Listers will send their decision of the grievance by register mail, certified mail or certificate of mailing within 7 days of the closing of Grievance Hearings.**
- **If you need assistance or have questions, please call Lister, Scott Dunn at (802) 673-3521.**

Please submit this form and any other required information to the address at the top of this form. Alternatively, this form and any other required information can be emailed or faxed to: email townofwestfield@comcast.net or fax (802) 744-6224.

Useful Links:

- **A Handbook on Property Tax Assessment Appeals**
https://www.sec.state.vt.us/media/258674/tax_appeal_handbook_2007.pdf
- **Are You Appealing, The Vermont Institute for Government**
<https://www.sec.state.vt.us/media/258632/Appealing.pdf>