



## SURRY COUNTY, VIRGINIA

### 2023 REASSESSMENT HEARING APPLICATION

An **online** assessment appeal is being offered in addition to **in person** appeals.

**Use the following form to initiate an assessment appeal.**

- Property owners who wish to submit an appeal using this form will need to download the form prior to submitting.
- Users may also need to install a pdf reader such as Acrobat Reader prior to accessing this form.

**Please follow the instructions below.**

- Filling out this form gives the property owner or representative an opportunity to submit any information which could be helpful in an assessment review. Upon receipt, an assessor will evaluate the information provided and review the assessment as necessary. All applicants requesting a review will be notified by mail of the results.

**If you would rather speak to a member of the assessment team please call (757)294-5207.**

- Due to thousands of notices mailed, our phone lines may be busy and your patience is appreciated.
- Messages left on our voice mail will be returned as soon as possible in the order in which they are received.

### **Instructions for Reassessment Administrative Review:**

- 1) An application form is required for each parcel to be reviewed.
- 2) The applicant must be the property owner, or the owner's duly authorized agent.
- 3) Any documentation (recent appraisals, sale contracts, photos etc.) supporting applicant's opinion/reasoning must be submitted with application. After the green button is selected, supporting document files may be attached prior to sending the form to the Reassessment Office email address. Supporting documentation is optional but highly encouraged.
- 4) Applications will be received by the Reassessment Office until March 20, 2023.

**5) Form fields with a red border are required and the form will not send until the requested information is placed into those areas.**

# SURRY COUNTY, VA 2023 REASSESSMENT HEARING APPLICATION

After Completing Required Fields Click Here to Submit Or, email directly to reassessment@surrycountyva.gov

<b>Property Owner or Representative Name:</b>		<b>Map # of property:</b> (found on notice)
<b>E-Mail Address:</b>	<b>Telephone:</b>	<b>PRN #:</b> (found on notice)

REASON(S) FOR APPEAL please check the applicable choice(s)			
Property not assessed at market value		Subject impacted by deferred maintenance	
Property assessment not equalized with comparable properties		Subject record inaccurate	
Value above sales price		Too much increase over last assessment	
Subject impacted by surrounding properties		Question for assessor. No Complaint, no Appeal.	

<b>Applicant's estimate of fair market or equalized value and supporting reasoning:</b>	Land     \$  Buildings \$  Total     \$	<b>Applicant's Supporting Documents</b>  Appraisal            Y___ N___ Photo(s)            Y___ N___ Sale Contract        Y___ N___ Other (please list)
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↓-OFFICE USE ONLY-↓-----↓-----↓-OFFICE USE ONLY-↓-----↓-----↓-OFFICE USE ONLY-↓

Comparable properties considered and or remarks					
Map #					
Map #					
Map #					
Recommended Action::				Land	\$
				Building(s)	\$
Revision Data Entry Complete:		Initials:	Date:	Total	
				\$	
Date:	Time:	Call-In:	Desired Call Back Date:	Walk-In Time:	Appointment Time:
		Desired Call Back Time:			
Appraiser:	Interviewer/Reviewer:	Call back attempts →	1st	2nd	