

## ***FYI FOR ALL APPEALS***

- All communication pertaining to the hearing and assessment appeals will be through email, if no email is provided USPS will be used.
- Assessment appeals may be filed for issues of property value only. Amount of taxes and exemptions are **NOT** valid reason to file an assessment appeal. {RE: pg. 5}
- ALL assessment appeals **MUST** be on the required forms, with each parcel having its own appeal form. {RE: pg.5- sec. 2}
- Only the property owner or their attorney may file an assessment appeal. The township assessor may not file on your behalf. {RE: pg.5- sec. 3}
- All commercial property (Partnerships, LLCs and Corporation) **MUST** be represented by an Illinois licensed attorney. (RE: page 5-6)
- Evidence should be provided; Decisions are based on relevant evidence. {RE: pg.7- sec. 7}
- Failure to attend the hearing could result in the dismissal of your assessment complaint. {RE: pg. 8 sec. 3}
- All appeals will be sent a proposed decision, after review by the Board.
- Appellants wishing to go to Property Tax Appeal Board **MUST** have and attend a hearing for final decision. A Final decision is required to go to PTAB. {RE: pg.9- sec. 8-9}
- Jump drives are **NOT** accepted as evidence.

**2025 Real Estate Assessment Appeal**  
**Assessment-appeals@jacksoncounty-il.gov**  
**Jackson County Board of Review**  
 900 Walnut St, Murphysboro, IL 62966  
 618-687-7226

**DEADLINE: November 24 , 2025**

**PARCEL NO:** \_\_\_\_\_

**TAXPAYER NAME:** \_\_\_\_\_

**PHONE NO:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**RECEIVE TEXTS:** ☐ YES ☐ NO

**PROPERTY ADDRESS:** \_\_\_\_\_

**MAILING ADDRESS: (IF DIFFERENT)** \_\_\_\_\_

**\*\*\*\* REQUIRED BY ALL CORPORATIONS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS\*\*\*\***

**ALL FURTHER CORRESPONDENCE WILL BE SENT TO THE ATTORNEY.**

**ATTORNEY NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ATTORNEY'S PHONE NO.** \_\_\_\_\_

**CONTACT TO SET HEARING WILL BE VIA EMAIL**

**Property Type:** ☐ Residential-Owner Occupied ☐ Residential-Rental ☐ Commercial ☐ Industrial ☐ Vacant Land

**Reason for Assessment Complaint (required) check all that apply**

☐ **Factual Error** –Assessment is based on a property record card description that contains a discrepancy. ( ie: Bathrooms, square footage of home, farmland, condition of home.)

☐ **Overvaluation**-The assessment is greater than 33.3% of fair market value. (Comparable sales/EAV property comparison grid must be completed and/or an appraisal dated January 1, 2023, or newer.)

☐ **Equity**- The property's equalized assessed valuation (EAV) is greater than the EAVs of other comparable properties in the neighborhood. (Comparable EAV comparison grid must be completed.)

Is the property currently listed for sale? ☐ No ☐ Yes **LISTED PRICE \$** \_\_\_\_\_

Owner's Estimate of **Market Value** of the property as of January 1<sup>st</sup>: \$ \_\_\_\_\_

**MUST BE CURRENT YEARS VALUES**

<b>SECTION REQUIRED</b>	Land	Building	Total
2025 assessed value			
Requested assessed value			*

\*Requested assessed value = owner's estimate of market value from above multiplied by .3333

Is change requested for more than \$100,000? ☐ YES (\*REQUIRES HEARING\*) ☐ NO

\*\*\*\*\* DO YOU WISH TO HAVE 30 DAYS NOTICE OF A HEARING? ☐ YES ☐ NO \*\*\*\*\*

**NOTE: IF AN APPRAISAL IS SUBMITTED- THIS SECTION DOES NOT NEED TO BE COMPLETED.**

LOT SIZE: (sq. ft. or acres) \_\_\_\_\_ AGE OF STRUCTURE/ YEAR BUILT \_\_\_\_\_

CONSTRUCTION: ☐ frame ☐ brick ☐ other ☐ Brick Trim (Sq. Ft.) \_\_\_\_\_

DESIGN/ NO. STORIES: ☐ -single ☐ two -☐ one and one-half ☐ split-level

FOUNDATION: -slab \_\_\_\_\_ (sq.ft.) -crawl \_\_\_\_\_ (sq.ft.)- Basement \_\_\_\_\_ (sq.ft.)

☐ unfinished -☐ finished -☐ living space ☐ rec space (sq.ft.) \_\_\_\_\_

ATTIC: ☐ - unfinished ☐ - finished ☐ - storage \_\_\_\_\_ (sq.ft.)-☐ living \_\_\_\_\_ (sq.ft.)

GARAGE: ☐ none \_\_\_\_\_ (sq.ft.) ☐ frame ☐ masonry ☐ attached ☐ detached

CAR PORT: \_\_\_\_\_ (sq.ft.) ☐ attached ☐ detached

Pole frame building (sq.ft.) \_\_\_\_\_

Other buildings (please list) \_\_\_\_\_

Driveway: \_\_\_\_\_ (Sq.Ft) ☐ - Concrete ☐ -Asphalt ☐ Brick

Concrete paving \_\_\_\_\_ (Sq.Ft) - Deck \_\_\_\_\_ (Sq.Ft.)

In-Ground Pool: \_\_\_\_\_ (Sq.Ft) ☐ -Concrete - ☐ -Vinyl-lined

Porch: \_\_\_\_\_ (Sq.ft.) ☐ - Open- ☐ Enclosed -☐ Frame ☐ Masonry

Air Conditioning - Central \_\_\_\_\_ ☐ Window Unit ☐ None

Number of bathrooms \_\_\_\_\_ full \_\_\_\_\_ half \_\_\_\_\_

Number of Bedrooms \_\_\_\_\_

No. of Fireplaces \_\_\_\_\_ No. of stacks \_\_\_\_\_

Please describe and provide photos of any deterioration/obsolescence that is the basis of your complaint: \_\_\_\_\_

Purchase Price (sale price) \$ \_\_\_\_\_

Number of parcels in sale \_\_\_\_\_ Date purchased \_\_\_\_\_

Amount spent on renovation since purchase \$ \_\_\_\_\_

How much do you think the property would sell for today? (\$ amount) \_\_\_\_\_

SOLD BY: ☐ Owner ☐ Realtor ☐ Auction ☐ Other ☐ Foreclosure

Was the property advertised for sale? ☐ Yes ☐ No

Was the sale between family members or related corporations? ☐ YES ☐ NO

I swear or affirm that:

I am the record owner for the above-listed property, or the duly authorized attorney for the owner/taxpayer and that the statements made and the facts set forth in the foregoing complaint are true and correct.

I have read the rules of the Board of Review, and I have completed all the required pages.

Signature \_\_\_\_\_

**\*\*\* MOST APPEALS WILL RESULT IN A HEARING AT THE DISCRETION OF THE BOARD OF REVIEW \*\*\***

### Property Comparison Grid

Complete this grid if your appeal is based on overvaluation or equity. Information necessary to complete this form is available from the Assessor's office, the Jackson County Assessor's website and from your own firsthand knowledge of comparable properties. Provide at least three comparable properties. Note: the comparable properties should be similar to the subject property in size, design, age, amenities and location. Grid should be filled out to the extent of information available on the comparable property record cards. Please include copies of the property record cards or print the information gathered from online sources used to complete the comparable grid.

A complete appraisal may be submitted in lieu of completion of this form.

	Subject property	Comparable #1	Comparable #2	Comparable #3
Parcel Number				
Address				
Proximity to subject				
Lot/Land size				
Design/Number of stories				
Frame/ Brick				
Year built				
Condition				
Square feet				
# Bathrooms				
Foundation style- crawl, slab, basement-finished or unfinished				
Air conditioning				
# Fireplaces				
Garage or carport sq. ft. detached or attached				
Porches- open /enclosed				
Deck				
Patio				
Additional buildings				
In-ground pool				
Paved driveway				
Date of sale <small>*Required for overvaluation appeal</small>				
Sale price <small>*Required for overvaluation appeal</small>				
Total assessed value <small>*Required for all appeals</small>				
Land assessment <small>*Required for equity appeals</small>				
Building assessment <small>*Required for equity appeals</small>				

**If using comparable properties, the grid must be completed in full. Failure to do so will result in minimal consideration given.**