

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

- A hearing will be set for every appeal.
- Failure to attend may result in your appeal being dismissed.
- If the board determines a hearing is not needed, a staff member will reach out via email or phone.
- ALL appeals **MUST** be on the required forms, incomplete forms will result in a no change decision.
- Evidence **MUST** be provided.
- Amount of taxes are **NOT** a valid reason to file a valuation appeal.
- Appeals can be filed for issues of property value only. It is the taxpayer's responsibility to prove the value of the property.
- Exemptions are not a reason to file an appeal. See Assessments staff for those issues.
- Only the property owner or their attorney can file an appeal. The township assessor may not do so on your behalf.

## 2024 Real Estate Assessment Appeal

### Jackson County Board of Review

900 Walnut St, Murphysboro, IL 62966

618-687-7220

submit to: [assessment-appeals@jacksoncounty-il.gov](mailto:assessment-appeals@jacksoncounty-il.gov)

Official use only

Date received: \_\_\_\_\_

Docket #: \_\_\_\_\_

Parcel Number (only one per form)

Date:

Owner's name and email:

Phone:

May we text this number Y N

Property Address:

Mailing Address:

City:

City, State, Zip:

Attorney (All further correspondence will be sent to the attorney).

Attorney's Phone: \_\_\_\_\_

Attorney's Email:

Attorney's address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**CONTACT TO SET HEARING WILL BE VIA EMAIL OR PHONE. PLEASE INCLUDE BOTH.**

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

**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: # of 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 within the past 24 months is attached.)

☐ **Equity**- The property's equalized assessed valuation (EAV) is greater than the EAVs of other comparable properties in the neighborhood. (Comparable sales/EAV property comparison grid must be completed and/or an appraisal dated within the past 24 months is attached.)

**MUST BE CURRENT YEARS VALUES**

Owner's Estimate of **Market Value** of the property as of January 1st \$ \_\_\_\_\_

Is the property currently listed for sale? ☐ No ☐ Yes Listing Price \$ \_\_\_\_\_

SECTION REQUIRED	Land	Building	Total
2024 assessed value			
Requested assessed value			*

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

Is change requested in excess of 100,000?        Yes        No

## Tell us about your property (required)

Lot Size- \_\_\_\_\_ OR Acreage \_\_\_\_\_

Year Built: \_\_\_\_\_ Frame Sq. Ft. \_\_\_\_\_ Brick Sq.Ft \_\_\_\_\_ -- Brick Trim Sq. Ft. \_\_\_\_\_

Number of Stories above ground \_\_\_\_\_ Condition \_\_\_\_\_

Foundation: Crawl \_\_\_\_\_ Sq.Ft.- Slab \_\_\_\_\_ Sq.Ft - Basement -Unfinished \_\_\_\_\_ Sq.Ft.  
Finished \_\_\_\_\_ Sq.Ft. - Living Space Sq.Ft. \_\_\_\_\_ Rec.Space Sq.Ft. \_\_\_\_\_

Attic Space/ Storage Space: Sq. Ft. \_\_\_\_\_ Finished Attic Sq. Ft. \_\_\_\_\_

Garage: Attached- Frame Sq. Ft. \_\_\_\_\_ Brick Sq.Ft. \_\_\_\_\_  
Detached- Frame Sq.Ft. \_\_\_\_\_ Brick Sq.Ft. \_\_\_\_\_

Carport: Attached- Frame Sq. Ft. \_\_\_\_\_ Brick Sq.Ft. \_\_\_\_\_ Pole Building Sq.Ft. \_\_\_\_\_  
Detached- Frame Sq.Ft. \_\_\_\_\_ Brick Sq.Ft. \_\_\_\_\_

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

☐ Driveway: Concrete Sq.Ft. \_\_\_\_\_ Asphalt Sq.Ft. \_\_\_\_\_ Brick Sq.Ft. \_\_\_\_\_

☐ Patio/Sidewalk Sq.Ft. \_\_\_\_\_ Deck Sq.Ft. \_\_\_\_\_

In-Ground Pool: Concrete Sq.Ft. \_\_\_\_\_ Vinyl Sq.Ft. \_\_\_\_\_

Porch: Open Porch Sq.Ft. \_\_\_\_\_ Enclosed Porch Sq.Ft. \_\_\_\_\_

Air Conditioning - Central Sq.Ft. \_\_\_\_\_ Window Unit \_\_\_\_\_ None \_\_\_\_\_

Fireplace # \_\_\_\_\_ Stacks # \_\_\_\_\_ # Full Baths \_\_\_\_\_ #1/2 Baths: \_\_\_\_\_

Please describe any improvements and or additions you have made to your property.

\_\_\_\_\_

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

\_\_\_\_\_

Purchase Price (sale price)\$ \_\_\_\_\_ Amount spent on renovating since purchase \$ \_\_\_\_\_  
Was the purchase within the last 24 months? \_\_\_\_\_ How much do you think the property would sell for today?  
(Y/N) \_\_\_\_\_ If so - when \_\_\_\_\_ ( \$ amount) \_\_\_\_\_

Sold by owner, Realtor or at auction? \_\_\_\_\_

Was the property advertised for sale?( Yes/No) \_\_\_\_\_

Was the sale between a family member or related corporation? (Y/N) \_\_\_\_\_

Foreclosure, short, bank or judicial sale? \_\_\_\_\_

**DO YOU WISH TO HAVE A 30 DAYS NOTICE OF A HEARING? (Y/N) \_\_\_\_\_**

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. (INTIAL HERE) \_\_\_\_\_

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 the 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 properties' 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 <i>*required for overvaluation appeal</i>				
Sale price <i>*Required for overvaluation appeal</i>				
<i>Total assessed value</i> <i>*Required for all appeals</i>				
Land assessment <i>*Required for equity appeals</i>				
Building assessment <i>*Required for equity appeals</i>				

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