



# WESTPORT CONNECTICUT

## BOARD OF ASSESSMENT APPEALS

110 Myrtle Avenue, Westport, CT 06880

Phone: 203-341-1070

### INSTRUCTIONS FOR BOARD OF ASSESSMENT APPEALS FORM:

Please fill in the top half making sure to include the reason for appeal. Also, please note dates you are **not** available for meeting. All appointments shall be held in the evening during the month of March and last approximately 15 minutes.

Any pertinent documentation for your appeal should be brought to your hearing and not submitted with the application. Pertinent documentation should be based on the revaluation date of October 1, 2015 and would include, for example: comparable homes in your neighborhood and comparable sales in your neighborhood and/or any other information you may want to present to the Board. You can obtain property information directly from the website: [www.VGSI.com](http://www.VGSI.com). Please follow it to Taxpayer Information-Assessor's Online Database-Connecticut and then scroll to Westport, "Enter online Database" after searching for the address, click on the red "Field Card" button, and print. Additionally, 2015 Grand List sales information is available at the Assessor's Office, Room 104.

The owner is the appellant unless they are being represented by someone else. If you are being represented, please be sure that your representative has a permission letter to appeal the property assessment on your behalf and brings it to the hearing.

**Two** copies of the Appeal form must be returned to:

WESTPORT TOWN HALL  
BOARD OF ASSESSMENT APPEALS  
ROOM 104  
110 MYRTLE AVENUE  
WESTPORT, CT 06880

One copy of the form will be returned to you with the date, time and room location of your hearing.

**All applications must be received in the Assessor's office by close of business – 4:30 p.m. on Wednesday, February 20, 2019. If the application is mailed, please verify receipt by calling the Assessor's office prior to Wednesday, February 20, 2019.**

**If you do not hear back from our office with your hearing date and time by Wednesday, February 27, 2019, please call 203-341-1070 to verify that your application has been received.**

Thank you.

**TOWN OF WESTPORT  
 PETITION TO BOARD OF ASSESSMENT APPEALS**

Office Use Only
List Year: 2018
List No: _____

MUST BE FILED BY WEDNESDAY, FEBRUARY 20, 2019

By authority of Connecticut State Statute 12-111

Please print or fill in on the computer the following information about each property being appealed. Print 3 copies; keep one for your records.

<p><u>Two</u> copies of the forms must be returned to:</p> <p>WESTPORT TOWN HALL          BOARD OF ASSESSMENT APPEALS          110 MYRTLE AVENUE – ROOM 104          WESTPORT, CT 06880</p>
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**Grand List of October 1, 2018**      **Date(s) not available:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Location: \_\_\_\_\_ Telephone contact: \_\_\_\_\_  
(number and street)

Appellant's Name: \_\_\_\_\_ Property Type: \_\_\_\_\_  
(residential, commercial, personal property, motor vehicle)

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Total Assessment: \_\_\_\_\_ Appellant's Estimate of Market Value: \_\_\_\_\_

BRIEFLY STATE YOUR REASON FOR APPEAL: \_\_\_\_\_

**Signature at Application** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature at Time of Hearing** \_\_\_\_\_ **Date:** \_\_\_\_\_

***For Official Use Only***

BOARD ACTION	
No Change _____	Reduced _____ Increased _____
ORIGINAL ASSESSMENT:	BAA CHANGE:
Land: _____	Land: _____
Building: _____	Building: _____
Other: _____	Other: _____
Total: _____	Total: _____
Personal Property: _____	Personal Property: _____
Motor Vehicle: _____	Motor Vehicle: _____
<b>DATE AND TIME OF HEARING AT TOWN HALL</b>	Dated: _____
ROOM: _____	Signed: _____
Date: _____	Signed: _____
Time: _____	Signed: _____