

**Haines Borough**  
**REAL PROPERTY TAX APPEAL FORM**

103 Third Avenue S.  
 P.O. Box 1209, Haines AK 99827  
 PH: 907-766-2231 FAX: 907-766-2716

**For Official Use Only**

Property ID #: \_\_\_\_\_  
 Appeal #: \_\_\_\_\_  
 Date Rcvd: \_\_\_\_\_  
 Site Visit schedule: \_\_\_\_Y \_\_\_\_N  
 Appt: Date \_\_\_\_\_ Time \_\_\_\_\_

**Appeal Deadline: THURSDAY, APRIL 28, 2016**

**Appeal Authority:** Per AS 29.45.210(b): The appellant bears the burden of proof. The only grounds for adjustment of assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid written appeal or proven at the appeal hearing. If a valuation is found to be too low, the Board of Equalization (BOE) may raise the assessment.

**Appeal Process:** **1)** Taxpayer files timely appeal; **2)** Assessor's staff reviews the assessment; **3)** assessor renders decision based on evidence; **4)** Taxpayer accepts/rejects assessor decision; **5)** (if taxpayer rejects assessor decision), Appeal proceeds to BOE for resolution.

**IMPORTANT: This form is required for making an appeal and must be postmarked no later than the appeal filing deadline.**

**1. Property Owner:** \_\_\_\_\_

**2. Property ID#** \_\_\_\_\_

**3. Legal Description of Property:** \_\_\_\_\_

**4. Contact Information for all Correspondence Related to this Appeal**

**(Please provide email address & phone number, if possible):**

Mailing Address: \_\_\_\_\_

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

Daytime Contact Phone#(s): Home \_\_\_\_\_, Work \_\_\_\_\_, Cell \_\_\_\_\_

Email: \_\_\_\_\_

**5. Reason for Appeal:**

**NOTE:** These two things are **NOT** grounds for appeal: 1) *TAXES TOO HIGH* or 2) *VALUE CHANGED TOO MUCH IN ONE YEAR*  
 Please check your reason(s) below and provide detailed explanation supporting your grounds for appeal.

- My Property value is excessive (valued in excess of fair market value).
- My property value is unequal to similar properties.
- My property was valued improperly (in error/incorrectly).
- My property has been undervalued.

**6. Detailed Explanation for the Above-cited Grounds for Appeal** (please attach additional information and data if more space is needed): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Additional Information Attached?  Yes  No

**6. Assessed Value from Notice:** (Site) \_\_\_\_\_ (Building) \_\_\_\_\_ (Total) \_\_\_\_\_

**7. Owner's Estimate of Value:** (Site) \_\_\_\_\_ (Building) \_\_\_\_\_ (Total) \_\_\_\_\_

**8. Sales, Listing and Appraisal Information:**

a. Purchase Price of Property: \$ \_\_\_\_\_ Purchase Date: \_\_\_\_\_

b. Is the Property currently listed for sale?  Yes  No

If yes, listing amount/date/time on market: \_\_\_\_\_

**9. Has the property been appraised by a licensed appraiser within the last 3 years?**  Yes  No

If yes, please provide entire copy of appraisal, date and final appraised value.

<b>Declaration:</b>	I declare that I have examined this document, and to the best of my knowledge, it is true, correct, and complete. I understand that I must provide evidence supporting the appeal.	
Signature and name of property owner or property owner's authorized representative:		Date
<b>X</b> Sign name	Print or type name	

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**ASSESSOR'S REVIEW ACTION**

PROPERTY ID# \_\_\_\_\_

Date Reviewed or Inspected: \_\_\_\_\_ By: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Assessed Value:** Site \$ \_\_\_\_\_ Building(s) \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

**Total Exempt Value:** Site \$ \_\_\_\_\_ Building(s) \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

*I hereby  accept  reject the above-assessed valuation.*

**Appellant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Assessor Review/Initial:** \_\_\_\_\_

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**BOARD OF EQUALIZATION ACTION**

APPEAL NO. \_\_\_\_\_

DATE FILED \_\_\_\_\_

BOE CASE NO. \_\_\_\_\_

DATE OF BOE ACTION \_\_\_\_\_

BOROUGH CLERK SIGNATURE \_\_\_\_\_

The Board of Equalization certified its decision, based on the Findings of Fact and Conclusion of Law contained within the recorded hearing and record on appeal, and concludes that the appellant (met/did not meet) the burden of proof that the assessment was unequal, excessive, improper, or undervalued.

Board of Equalization Decision	Land	Building	Total

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**NOTE TO STAFF:** Please make the following adjustment(s), *IF ANY*, to the assessment roll as a result of the BOE's decision:

**PROPERTY ID#:** \_\_\_\_\_

**LAND:** + or - \_\_\_\_\_ 2016 Total LAND Value: \_\_\_\_\_

**BUILDING(S):** + or - \_\_\_\_\_ 2016 Total Building(s) Value: \_\_\_\_\_

**TOTAL ADJUSTMENT:** + or - \_\_\_\_\_ 2016 Total Assessed Value: \_\_\_\_\_

Changes made to database \_\_\_\_\_  
Initials      date