

Branford Board of Assessment Appeals

Pursuant to P.A. 95-283, of the State of Connecticut an application to appeal an assessment must be filed between February 1, 2020 and February 20, 2020

Applications may be sent to:
Board of Assessment Appeals
c/o Assessor's Office
1019 Main Street
Branford, CT 06405

Property Owner

Name

Address

City

State

Zip

Grand List of: List #

Property Description:

Address

Business Name

Map/Block/Lot

Residential Commercial Industrial

Motor Vehicle Sup Personal Property

Mailing Address & Contact Person

Name

Address

City

State

Zip

Ph #(s)

E-mail

Reason for Appeal:

Appellant's Estimate of Value (Assessment):

BE AWARE THAT ALL HEARINGS WILL BE AUDIO RECORDED
DO NOT WRITE BELOW THIS LINE

Signature of property owner or duly authorized agent (attach evidence of authorization)

X _____ DATE _____

Date	Time	Hearing Officer
<input type="text"/>	<input type="text"/>	<input type="text"/>

OLD ASSESSMENT

NEW ASSESSMENT

CHANGE

NO CHANGE

Board of Assessment Appeals Signatures:

X _____	X _____
X _____	X _____
X _____	X _____

Notice of time sent: _____

Notice of Decision sent: _____

BOARD OF ASSESSMENT APPEALS GUIDELINES

1. The legal owner of the property must appear at the hearing or the person representing the owner **MUST** have an Agent Authorization Letter allowing them to appear on behalf of the owner.
2. Complete form but **“DO NOT SIGN”**.
3. Sign form at your hearing in front of the hearing officer.
4. **RETURN FORM BY FEBRUARY 20, 2020 AND YOU WILL RECEIVE YOUR APPOINTMENT DATE AND TIME BY MAIL. APPOINTMENT TIME AND DATE CAN NOT BE CHANGED.**
5. At your hearing you should bring all items to substantiate your request for a reduction. These items may include, but are not limited to the following:
 - i) An appraisal (not more than 1 year old) of your property by a certified appraiser prepared for the purposes of the Board of Assessment Appeal utilizing comparable sales from the appropriate grand list year.
 - ii) A listing of sales of similar properties which have sold during the applicable Grand List Year.
 - iii) Documentation of any errors which you feel may have been made on your street card, for example: size of land, size of building, condition of building, number of baths, type of heating, air conditioning, etc.
 - iv) A listing of properties similar to yours, which may have lower assessments.
 - v) Any maps or deeds which indicate that the land area may be wrong.
 - vi) Submitted documentation should be copies, as they will remain the property of the Board of Assessment Appeals. It is also noted that copies of any income and expense & personal property declarations submitted will become public information.
 - vii) Photographs that are submitted are not returned.
6. **BE AWARE THAT AS WITH ALL PUBLIC HEARINGS IN BRANFORD, THE HEARING WILL BE RECORDED.**
7. After your hearing, your hearing officer will present your case to the entire board for consideration and a decision.
8. You will be notified in writing of the Board’s final decision regarding your appeal.

AGENT'S CERTIFICATION

DATE: _____

To whom it may concern:

I, _____ being the legal owner of property
identified as _____ hereby authorize
_____ to act as my agent in all matters before the Board of
Assessment Appeals of the Town of Branford for the assessment year commencing October 1,
2019.

Signed _____

Date _____

Telephone _____