

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, 2023 and February 20, 2023
TOWN HALL is CLOSED on Monday, February 20, 2023.

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: Account #

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):

ALL HEARINGS ARE 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 Scheduled Appointment or the person representing the owner **MUST** have submitted an Agent Authorization Letter allowing them to appear on behalf of the owner.
2. Complete form but **“DO NOT SIGN”**.
3. **RETURN FORM BY FEBRUARY 20, 2023 AND YOU WILL RECEIVE YOUR APPOINTMENT DATE AND TIME BY MAIL. APPOINTMENT TIME AND DATE CAN NOT BE CHANGED.**
4. **Your Application must include 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.
5. **BE AWARE THAT, AS WITH ALL PUBLIC HEARINGS IN BRANFORD, THE HEARING WILL BE RECORDED.**
6. After your hearing, your hearing officer will present your case to the entire board for consideration and a decision.
7. You will be notified in writing of the Board’s final decision regarding your appeal.
8. A valid telephone number and email are REQUIRED.
9. **PLEASE PRINT CLEARLY.**

****Forms can be emailed up until Midnight on February 20, 2023. The email address is cfisher@branford-ct.gov . Applicants are responsible to insure timely delivery. All Town Hall Offices are CLOSED on Monday, February 20, 2023. Applications cannot be accepted on Tuesday, the 21st. POSTMARKS ARE NOT CONSIDERED AS TIMELY FILINGS.**

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,
2022.

Signed _____

Date _____

Telephone _____