



2024 APPEAL APPLICATION/LATE PETITION
Request for Review of Real Property Assessed Value

UTAH COUNTY BOARD OF EQUALIZATION
 111 S University Ave
 Provo, Utah 84601

Questions? Contact Us @
 Phone: (801) 851-8110 opt 3
 Email: boe@utahcounty.gov

File appeals online at www.utahcounty.gov/appeals, then click on **"HOW DO I FILE?"**

APPELLANT CONTACT INFORMATION	
APPELLANT NAME:	
BUSINESS NAME:	
MAILING ADDRESS:	
CITY, STATE, ZIPCODE:	
PHONE NUMBER:	
*EMAIL ADDRESS:	
<p><i>*All official notifications regarding your appeal will be sent via US Mail. Email addresses are optional. Utah County will not use email as a primary method of notification regarding your appeal. After filing an appeal, appellants should check their mail regularly until the appeal process is complete. Deadlines for appellant response to county actions are governed by the laws of the State of Utah and are strictly enforced.</i></p>	

I AM FILING THIS APPEAL AS ONE OF THE FOLLOWING: <i>(check one option only)</i>	
PRIVATE OWNER	If you are filing this appeal as a Owner's Representative or as an Authorized/Contracted Representative of the Corporate Owner, you must include a signed Owner's Authorization form with your appeal. A standard version has been included on page 5 of this application, however Utah County will accept other authorization forms signed by the property owner.
OWNER'S REPRESENTATIVE	
CORPORATE OWNER/OFFICER	
AUTHORIZED/CONTRACTED REPRESENTATIVE OF THE CORPORATE OWNER	

I AM PETITIONING THE BOARD TO ACCEPT THIS APPEAL AFTER THE FILING DEADLINE FOR THE FOLLOWING REASON: <i>(check one option only)</i>	
MEDICAL EMERGENCY	During the period prescribed by Subsection 59-2-1004(3)(a), the property owner was incapable of filing an appeal as a result of a medical emergency to the property owner or an immediate family member of the property owner, and no co-owner of the property was capable of filing an appeal.
DEATH OF PROPERTY OWNER	During the period prescribed by Subsection 59-2-1004(3)(a), the property owner or an immediate family member of the property owner died, and no co-owner of the property was capable of filing an appeal.
FAILURE TO NOTIFY	The county did not comply with the notification requirements of Section 59-2-919.1.
FACTUAL ERROR	A factual error is discovered in the county records pertaining to the subject property. Requires both the Appellant and the Assessor to agree a factual error exists. As per R884-24P-66 (1)
EXTRAORDINARY AND UNANTICIPATED CIRCUMSTANCES	The property owner was unable to file an appeal within the time period prescribed by Subsection 59-2-1004(3)(a) because of extraordinary and unanticipated circumstances that occurred during the period prescribed by Subsection 59-2-1004(3)(a), and no co-owner of the property was capable of filing an appeal.

According to 59-2-1365 UCA and Administrative Rule R884-24P-66 (12)

FILING DEADLINE AND GENERAL INSTRUCTIONS

- **APPEAL MUST BE FILED ON OR BEFORE MARCH 31, 2025.** Applications turned into the Board of Equalization office in person must arrive before 5:00pm. Mailed applications will be accepted with a postmark no later than March 31. Appeals submitted online must be submitted by no later than 11:59:59 pm. Any appeals submitted after that time will be flagged as late and subject to the restrictions for late appeals. Due to issues with quality and readability, faxed applications will not be accepted and will not be considered timely filed.
- Appeals must be filed with all evidence or documentation. Fill out this form only if you disagree with your 2024 assessed Full Market Value. Only the assessed Full Market Value can be appealed. ***The amount of property taxes calculated*** as detailed in the "NOTICE OF TAX CHANGES - PRIOR, CURRENT, AND PROPOSED TAXES COMPARISON" section of the valuation notice ***cannot be appealed***. The Board of Equalization may raise, lower or maintain the value based upon the facts presented. The Board of Equalization cannot accept appeals in the current year for adjustment of prior years' market values.
- Each application must be signed in the Oath and Signature section below by either the owner or the owner's authorized representative. If an authorized agent is representing the owner, the owner must sign the agent or representative authorization form or attach an alternative signed authorization form.
- **All issues regarding the value of this property must be raised in the appeal process. All evidence must be submitted with the filing of this appeal and must support the value as of January 1 of the tax year under appeal. Appeals filed without sufficient evidence may be dismissed. The individual who files the appeal, in general, carries the burden of proof. Appellant must submit sufficient and credible evidence to challenge the assessed Full Market Value and establish a new value.**

IMPORTANT FINAL REMINDERS - PLEASE NOTE CAREFULLY!

Completed form(s) and all supporting documentation must be submitted as directed above on or before **March 31, 2025**.

PAYMENT OF TAXES

Taxes will be due and payable as noted on the Tax Notice mailed prior to November 1. If you have not received a decision by the December 2 due date you should pay the taxes as billed. Failure to pay when due will result in penalties and interest being added to the amount due.

SUBMIT COMPLETED FORM AND ALL DOCUMENTATION TO UTAH COUNTY BOE VIA:

VIA THE WEB: WWW.UTAHCOUNTY.GOV/APPEAL OR VIA EMAIL: BOE@UTAHCOUNTY.GOV

US MAIL OR IN PERSON: UTAH COUNTY BOARD OF EQUALIZATION 111 S UNIVERSITY AVE, PROVO, UT 84601

Receipt of your appeal(s) by mail will be acknowledged if you enclose a stamped self-addressed envelope.

BLANK FORMS ARE AVAILABLE ONLINE AT

WWW.UTAHCOUNTY.GOV/APPEALS ON THE "FORMS & POLICIES" PAGE

OATH AND SIGNATURE

UNDER PENALTIES OF PERJURY, I DECLARE ALL STATEMENTS HEREIN AND/OR ATTACHMENTS ARE TRUE, CORRECT AND COMPLETE.

SIGNATURE OF APPELLANT

DATE

APPEAL REASON & CODES FOR ALL PROPERTY TYPES	
<i>These codes can be used for all property types</i>	
APPEAL REASON	APPEAL CODE (SEE PG 1) AND DESCRIPTION
COMPARISON TO RECENTLY SOLD PROPERTIES	ALL-MARKET - A property that has been valued at least 5% higher than recently sold properties of similar size, style, and construction within a reasonable geographical radius (such as the same city). Provide printouts of <u>recently sold properties</u> in a full listing format that shows all details such as age, land area, location, quality, size, style, etc. A Real Estate Agent generated comparative market analysis (CMA) report is preferable. Sales completed prior January 1 will be considered the strongest evidence.
PROPERTY DESTROYED	ALL-DESTROYED - For any property rendered uninhabitable/unusable prior to January 1 due to a natural disaster, fire, flood, or other means. Statements from insurance companies, local governments or other qualified sources are required to verify destroyed status.
QUALIFIED REAL PROPERTY	ALL-QUALIFIED - A "qualified real property" is defined by U.C.A. 59-2-1004(f) as a property subject to appeal in the current year and 1) was appealed in the prior year and had its value lowered; 2) was NOT improved (e.g. renovations, additions) in the prior year; and 3) the assessed value for the current taxable year is higher than the inflation adjusted value. If all three of these conditions are met, the burden of proof shifts to the County Assessor and the appeal may be filed without attaching additional evidence.
QUALIFYING RECENT PURCHASE	ALL-PURCHASE - A property that was purchased a maximum of one year prior to or up to 6 months after January 1. A copy of the closing statement, settlement statement or HUD-1 disbursement form from the closing documents is required. An appraisal, if completed for the sale, should be submitted with the appeal. A full copy of the appraisal must be submitted if included. Distressed sales (short sale or bank-owned) may not be reflective of fair market value.
RECENT APPRAISAL	ALL-APPRAISAL - Professional Fee Appraisal with an effective date within 6 months prior to January 1 is preferable, however all recent appraisals (within two years prior to Jan 1) can be accepted. A full copy of the appraisal including a copy of the signature page must be attached.
RECORD OR PHYSICAL DESCRIPTION ERROR	ALL FACTUAL - For properties that have an error on the county records related to a factual characteristic of the property such as physical size (sq footage, acreage), building details (# of rooms, floors, finished sq footage, etc), age, or land classification. Please provide full description of error with supporting evidence.
UNEQUAL OR UNFAIR ASSESSMENT BY COMPARISON	ALL-INEQUITY - A property that has been valued by more than 5% higher than properties of similar size, style, and construction in the immediate area. Provide valuations, tax notices, or other county records of similar properties within a 1-to-10-mile radius of the subject property that supports the requested value. All properties submitted as supporting evidence must closely match the subject property in size, configuration, and age. Minimum of three (3) is required but up to five (5) is preferred.

APPEAL REASON & CODES FOR COMMERCIAL PROPERTIES ONLY	
<i>These codes can ONLY be used for commercial properties</i>	
APPEAL REASON	APPEAL CODE (SEE PG 1) AND DESCRIPTION
CONSTRUCTION COST	CO-COST - A construction cost appeal can be made only for recently constructed commercial or agricultural properties only. It cannot be used for any properties used as residential units (homes, townhomes, condos, etc). A summary of construction costs, an appropriate appraisal of land value, and any other cost-related evidence should be submitted.
INCOME PRODUCING	CO-INCOME - An income producing appeal is for commercial property, industrial property, or apartments, including 2-to-4-unit buildings only. It cannot be used for rented condos, rented single family residences or basement apartments. Evidence required includes; rent rolls for the prior year ending December 31; evidence of an appropriate vacancy rate; the prior year's income and expense statement for the property; and/or evidence of the appropriate rate of return (capitalization) to be applied to the net operating income for the property. If the property is owner occupied, you may submit equivalent data for comparable commercial or industrial properties with evidence to justify similarities or differences.



OWNER AUTHORIZATION
Request for Agent to Represent Owner Before the Board

UTAH COUNTY BOARD OF EQUALIZATION
 111 S University Ave
 Provo, Utah 84601

Questions? Contact Us @
 Phone: (801) 851-8110 opt 3
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LIST OF PARCELS SUBJECT TO THIS AUTHORIZATION FORM
If you need to list more than eight parcels, please include a separate sheet with the information below for each parcel

PARCEL/SERIAL NUMBER	PROPERTY TYPE (Residential, Commercial, Agricultural, Vacant)	PROPERTY LOCATION (Physical address within Utah County)
1. : :		
2. : :		
3. : :		
4. : :		
5. : :		
6. : :		
7. : :		
8. : :		

The undersigned, registered property owners of the above noted property, do hereby authorize:

Individual or Firm: _____

Mailing Address: _____

City, State, Zipcode: _____ Phone Number: _____

Email Address: _____

OWNER AUTHORIZATION

To act on my behalf, take all actions necessary to represent my interest in the above named property, and be my

SIGNATURE OF OWNER

DATE

SIGNATURE OF OWNER

DATE