



Did You Know?

- You can save time, extra steps, and paper by filing your appeal online at www.dconc.gov/taxhelp.
Would you like this appeal added to the Online Appeal System Yes No (Email Required)
To ensure adequate time for review, we encourage you to file your appeal as soon as possible.

Property and Contact Information (PLEASE USE A SEPARATE FORM FOR EACH PARCEL APPEALED):

Parcel number: Property location or description:

Property owner:

Mailing address:

Email address: Phone number:

Choose ownership of the property: Individual Owner(s) Business Entity Indicate below who is filing the appeal.

- Individual Owner(s)
Individual Owner's Power of Attorney. POA required.
Attorney: Name
Business Entity Owner, Officer, Employee, Manager or Member-Manager of LLC. Circle to indicate Representative.

If someone other than the filer will be in any discussions with the tax office, please provide contact information and authorization form.

Call (919) 560-0300 to request a Power of Attorney (POA)

A representative of a business entity authorized by a signed Power of Attorney may not:

- (1) represent the property owner before the Board.

A representative of a business entity authorized by a signed Power of Attorney may:

- (1) represent the taxpayer in discussions and potential resolutions with the tax office, and
(2) appear and testify at the Board hearing as an expert witness called by the taxpayer's attorney.

Appeal Information

Property Owner's Estimate of Value \$

\*\*Estimate of Value should be a reasonable estimate of what the property was worth on January 1, 2019.

- 1. Property was purchased for a different amount in 2017-2018 (attach a copy of the contract)
Purchase Date: Purchase Amount:
2. Property was appraised in 2017-2018 for a different amount (attach a copy of the appraisal)
Appraisal Date: Appraised Value:
3. Nearby comparable properties like mine sold in 2017-2018 for prices that indicate a different value
Property #1 Sale Price: Sale Date:
Property #2 Sale Price: Sale Date:
Property #3 Sale Price: Sale Date:

\*For assistance in comparing similar properties that have sold, visit www.dconc.gov/taxhelp. At that site, enter your parcel number and select "Submit to Review and Compare."

If this is a vacant property, skip to question 9 - if this is a commercial property, skip to question 15

Be sure to complete both pages of this form and sign on Page 2 before filing

4. Are there updates to the physical characteristics on record for your property (size, bathroom count, etc.)?

Please describe: \_\_\_\_\_  
*If you have pictures or other documentation, attach copies to this form.*

**\*You can review physical characteristics and report updates at [www.dconc.gov/taxhelp](http://www.dconc.gov/taxhelp).**

5. Are any structural repairs needed for your property (for example, foundation failure)?  Yes  No

Please describe: \_\_\_\_\_  
*If you have received contractor estimates of the cost to repair your property, attach a copy of each to this form.*

6. Are there other physical features of your property that you believe affect its value?  Yes  No

Please describe: \_\_\_\_\_  
*If you have pictures or other documentation, attach copies to this form.*

7. If your property was purchased or appraised during 2017-2018, describe any changes made to the property after the purchase or appraisal: \_\_\_\_\_

8. Please describe anything else you believe should be considered regarding the appraised value of your property: \_\_\_\_\_

**VACANT PROPERTIES**

9. Does the vacant property adjoin another lot that you own?  Yes  No

If Yes, provide parcel number or address of adjoining lot \_\_\_\_\_

10. Does the property have access?  Yes  No

11. Has the property failed a perk test?  Yes  No *(Provide documentation of failed test)*

12. Is water and sewer available?  Yes  No

13. Does the property suffer from major flooding?  Yes  No

14. Other – provide detail of factors you feel affect the property’s value. \_\_\_\_\_

**COMMERCIAL PROPERTIES**

15. This commercial property is listed for sale at a different amount. Listing Price: \$ \_\_\_\_\_ *Attach copy of listing*

16. The income produced by the property indicates a different value. Indicated Value: \_\_\_\_\_

Income: \_\_\_\_\_ Expenses: \_\_\_\_\_ NOI: \_\_\_\_\_ CAP: \_\_\_\_\_

*Attach Income and Expense information for previous three years.*

17. Other – provide detail of issues you feel effect the property’s value. \_\_\_\_\_

*Include estimates and documentation if available.*

**Affirmation:**

I, the undersigned, hereby certify that the information provided in this form, including all supporting documentation, is true and complete to the best of my knowledge.

Signature

Printed name

Date

**File the completed form by mail or in person to:**  
Durham County Board of E&R  
201 E Main St, 3<sup>rd</sup> Floor  
Durham, NC 27701

**or the form can be filed by:**  
Email: [Tax-Reval@dconc.gov](mailto:Tax-Reval@dconc.gov), or  
Fax: (919) 560-0350  
PDF fillable form is available at [www.dconc.gov/taxhelp](http://www.dconc.gov/taxhelp)

**2020 APPEALS MUST BE FILED BY 5:00 P.M. ON JUNE 30, 2020.  
APPEALS FILED AFTER THIS DATE WILL BE UNTIMELY.**