

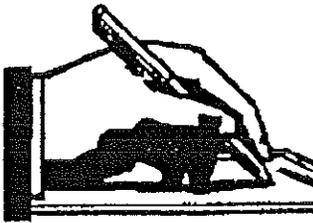
# TOWN OF DURHAM

Board of Assessment Appeals  
P.O.Box 428 • Connecticut • 06422-0428



---

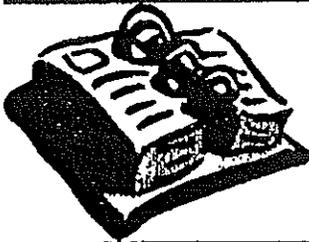
## APPEALS MUST BE IN WRITING



Connecticut General Statute, Section 12-111, allows an aggrieved property owner to appeal the actions of the Assessor to the Board of Assessment Appeals. Such appeal must be filed in writing. The Law also requires certain information to be included in the appeal. Full completion of the information requested in the appeal form (printed on the reverse) is required for an appeal hearing to be given.

---

## APPEAL DEADLINE



Also pursuant to Section 12-111, any appeal must be filed with the Board of Assessment Appeals on or before February 20th, following the signing of the Grand List. The Grand List is usually signed by January 31st, but an extension of one month is sometimes granted. When an extension has been granted, appeals are due on or before March 20th.

---

## APPEARANCE AT APPEAL HEARINGS



Upon receiving a proper and timely appeal, a hearing will be scheduled during the month of March (or April when an extension has been granted) for the property owner to state their case before the Board in person. (An agent may be designated to appear if the property owner is unable to appear) The Board is required to notify each aggrieved property owner of the date, time and place of the appeal hearing.

---

## PERSONAL PROPERTY

State Law now allows the Board to hear appeals from Personal Property owners who have not filed a Declaration of Property with the Assessor, as required by Law. However, the Board shall not adjust the assessment unless books of account, papers, documents and any other records have been provided to substantiate such adjustment. Also, the penalty for not filing must still be applied to such adjusted assessment.

---

PETITION TO THE  
BOARD OF ASSESSMENT APPEALS  
TOWN OF DURHAM CONNECTICUT

REAL PROPERTY APPEALS  
MUST BE FILED BY FEBRUARY 20<sup>TH</sup> ANNUALLY  
(March 20<sup>th</sup>, if Grand List is extended one month)

By authority of Public Act 95-283, of the State of Connecticut.

Please print or type the following information about each property to be appealed.

GRAND LIST OF OCTOBER 1, \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Appellant's Name: (if different from above) \_\_\_\_\_

Property Location: \_\_\_\_\_  
(number and street)

Property Type: \_\_\_\_\_  
(residential, commercial, industrial, personal property, motor vehicles)

Reason for appeal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Appellant's Estimate of Value: \_\_\_\_\_  
(attach appraisal or documentation of value, if applicable)

Name, Mailing Address, and Phone Number of party to be sent correspondence:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Property Owner, or Duly Authorized Agent (attach authorization)

Date: \_\_\_\_\_

ALL ABOVE ITEMS MUST BE COMPLETED IN ORDER TO BE GIVEN A HEARING

THIS FORM MUST BE COMPLETED AND RECEIVED BY FEB. 20<sup>TH</sup>  
COMPLETED FORMS MUST BE RETURNED TO:

BOARD OF ASSESSMENT APPEALS  
TOWN OF DURHAM  
PO BOX 428  
DURHAM, CT 06422

HEARING WILL BE HELD AT THE DURHAM TOWN HALL

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_