



NOTICE OF APPEAL - ESTEVAN BOARD OF REVISION

Deadline for the appeal is _____

To the Secretary of the Board of Revision of the City of Estevan, Saskatchewan:

Section 1:

I request the _____ Simplified appeal process _____ Regular appeal process (See page two for definition)

I appeal against the: (check beside those which apply)

- _____ Property Valuation
- _____ Property Classification
- _____ Exemption
- _____ Preparation or content of the assessment roll
- _____ Preparation or content of the Notice of Assessment (Fair value assessment or total assessment value)

Of the following property address: _____ Roll Number _____

Legal description of assessed parcel (Lot, Block & Plan) _____

Section 2:

I make this appeal on the following grounds (nature of alleged error): **(Attach extra sheets if necessary)**

Section 3:

In support of these grounds, I hereby state the following material facts to be true and accurate **(Attach extra sheets if necessary)**

Section 4:

I request that the following change(s) be made to the assessment roll (if known): **(Attach extra sheets if necessary)**

I have discussed my appeal with _____ (Assessor's Name) of the City Assessor's Office on this date _____ (day/month/year) and the following is a summary of that discussion: (Include the outcome of the discussion and any details of the facts or issues agreed to by the parties).

OR

I have not discussed my appeal with the City's Assessment Office for the following reasons: (Provide reasons why no Dialogue was held.) **(Attach extra sheets if necessary)**

Section 5:

My address for the service of notice in connection with this appeal is: **(Please print clearly)**

NAME: _____

MAILING ADDRESS: _____

CITY/TOWN: _____ **PROVINCE** _____ **P.C.** _____

I can also be reached at the following telephone numbers:

Home: _____ Business: _____ Fax: _____

Dated this _____ day of _____, 20_____

Current Fair Value under Appeal: _____ \$ _____

Enclosed Appeal Fee

Appellant's Name (please print)

Appellant's Signature

"What is the difference between regular and simplified appeals?"

For regular appeals, any written material and photographs you provide in support of your appeal, must be submitted to BOTH the Secretary of the Board of Revision and the City Assessor at least 10 days before the date of your hearing.

If you qualify for a simplified appeal process and request it on the Notice of Appeal, you can provide any written material and photographs in support of your appeal to the Board of Revision and City Assessor at your hearing. You are eligible for the simplified process if your appeal is for

- A single family residential property or residential condominium; or
- Any property that has a current fair value of \$250,000 or less.

The written material you provide for either process should identify why you feel there is an error in your assessment.

Please submit for via email to:

Trina Sieban, Tax Assessor at treasury@estevan.ca

or in writing at:

The Secretary of the Board of Revision, 1102 Fourth Street, Estevan, SK S4A 0W7