



# Elk County Assessment Office

P.O. Box 448 • Ridgway, PA 15853-0448 • Phone: (814) 776-5340 • Fax: (814) 776-5305

Tyler Daniels, Chief Assessor      Gelindo (Boots) Bonfardine, Appeals Board Member      Matthew G. Quesenberry, Commissioner  
Thomas Wagner, Solicitor      John M. Samick, Appeals Board Member      M. Fritz Lecker, Commissioner  
Gennaro C. Aiello, Appeals Board Member      Joseph Dagher, Commissioner

## PROPERTY TAX ASSESSMENT APPEAL APPLICATION

PLEASE TYPE OR PRINT CLEARLY:

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

Mailing Address: \_\_\_\_\_  
Number      Street      Town      State      Zip

Location of Property being appealed: \_\_\_\_\_  
Number      Street      Municipality

Parcel (Map) Number: \_\_\_\_\_ County Assessed Value: \_\_\_\_\_

Property Use: \_\_\_\_\_ Annual Rent (if applicable): \_\_\_\_\_

Did you build this home or building? \_\_\_\_\_ Cost: \_\_\_\_\_ Year: \_\_\_\_\_

Did you purchase this property? \_\_\_\_\_ Purchase Price: \_\_\_\_\_ Date: \_\_\_\_\_

What improvements have been made since the property was acquired? \_\_\_\_\_

\_\_\_\_\_

State your reason(s) for filing this appeal: \_\_\_\_\_

\_\_\_\_\_

Your opinion of the present Market Value of this property: \_\_\_\_\_

Signature(s): \_\_\_\_\_  
Owner(s) of Record

Date: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Complete and return along with the **Non-Refundable Fee (Payable to: County of Elk)** to:  
**ASSESSMENT OFFICE, PO BOX 448, 300 CENTER ST., RIDGWAY, PA 15853** before  
**SEPTEMBER 1, FOR THE FOLLOWING TAX YEAR**

Date this appeal was received in this office: \_\_\_\_\_

## **Resolution changing amounts for Appeals for 2004.**

(Resolution number 2003-19 adopted 12/2/2003)

<b><u>Class</u></b>	<b><u>Price</u></b>
<b>A</b>	<b>\$ 25.00</b> Residential single-family home/Vacant Lot/Camp/Sub Surface
<b>B</b>	<b>\$ 50.00</b> Residential containing multiple apartments (2 to 6)
<b>C</b>	<b>\$ 75.00</b> Apartment complex (2 and above apartments and/or buildings)
<b>D</b>	<b>\$100.00</b> Commercial/Utility/Public Service single building/store
<b>E</b>	<b>\$ 150.00</b> Commercial complex, multiple stores and/or buildings
<b>F</b>	<b>\$ 175.00</b> Light Industrial single building
<b>G</b>	<b>\$ 200.00</b> Heavy industrial multiple buildings

### **GENERAL RULES FOR PROPERTY TAX APPEAL**

1. Individual appeal forms must be filed for each individual property
2. All information requested by the Board of Appeals must be submitted to Assessment Office 15 days before appeal is heard
3. No times or dates will be changed for hearing of appeals
4. All fees are non-refundable
5. Failure to appear automatically dismisses appeal
6. If multiple ownership, you must have all owners sign an authorization for you to represent them
7. Incomplete forms will be returned for required information.
8. All appeal forms must be received by September 1

### **REQUIRED INFORMATION**

#### **Required information governing appeals of Class A, F & G:**

1. A recent appraisal from a licensed PA Real Estate Appraiser (within 3 years)
2. Photos of property being appealed
3. When using comparable sales, include photos of building being used along with owner & address of comparable

#### **Required information governing appeals of Class B, C, D & E:**

Same as A, F & G **plus** a copy of the income and expense statement for present and past year