

## GUIDELINES FOR APPEAL OF PROPERTY VALUE

When a property owner disagrees with the appraisal or classification of their property, the first step in the appeal process is to contact the Rutherford County Property Assessor's Office. The assessor's office will verify the characteristics of your property to make sure the information is correct. Please have the following information available:

1. Square footage of your home (living sqft, garage, basement, etc.)
2. Acreage
3. Year Built

The Assessor's Office will conduct an informal review of the property, checking for errors and depending on the findings the tax payer may want to further appeal the property value to the County Board of Equalization. **Call our office prior to June 1st to schedule an appointment.** To help you prepare for your County Board of Equalization appointment, please keep these tips in mind:

1. **Amount of taxes paid is not a basis for appeal. Please discuss property value only.**
2. The burden of proof is on the tax payer so please bring evidence to support your claim.

### Examples of evidence include:

1. Valid comparable sales of like property that occurred prior to Jan. 1, 2016
2. Independent sale/purchase appraisals prior to Jan. 1, 2016
3. Photos of detriments to property

**If your questions can't be resolved during an informal review and you plan to appear before the County Board of Equalization, please fill out the information on the back of this sheet and bring it to your scheduled hearing time.**

If you would like to have someone else represent you at the county board hearing, please fill out the "Authorization to Represent" form found on the Property Assessor's Website under the "Appeal Information" tab.

If you have any questions or require further information please contact the assessor's office at 615-898-7750.

# Rutherford County Appellant Hearing Form

Tax Year 2016

Map \_\_\_\_\_ Group \_\_\_\_\_ Parcel \_\_\_\_\_ Account #: \_\_\_\_\_

Appellant Name: \_\_\_\_\_ Owner: \_\_\_\_\_

Representative Name: \_\_\_\_\_ Phone Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address (For Correction Only): \_\_\_\_\_  
\_\_\_\_\_

## County's Values:

Land Value: \_\_\_\_\_ Owner's Opinion of Value: \_\_\_\_\_

Imp Value: \_\_\_\_\_ Sale Date: \_\_\_\_\_ Sale Price: \_\_\_\_\_

Total: \_\_\_\_\_

Was there a recent appraisal? YES \_\_\_\_\_ NO \_\_\_\_\_ Date & Amount: \_\_\_\_\_

Purpose of the Appraisal: \_\_\_\_\_

Amount of Fire Insurance: \_\_\_\_\_ Cost of Construction: \_\_\_\_\_ Date: \_\_\_\_\_

Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## COMPARABLE SALES

### Sale 1

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

Sale Price: \_\_\_\_\_

Square Footage: \_\_\_\_\_

Acreage: \_\_\_\_\_

Address: \_\_\_\_\_

### Sale 2

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

Sale Price: \_\_\_\_\_

Square Footage: \_\_\_\_\_

Acreage: \_\_\_\_\_

Address: \_\_\_\_\_

### Sale 3

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

Sale Price: \_\_\_\_\_

Square Footage: \_\_\_\_\_

Acreage: \_\_\_\_\_

Address: \_\_\_\_\_