

**2018 RESIDENTIAL APPEAL FORM**



**Lake County Board of Review**  
**18 North County Street 7<sup>th</sup> Floor**  
**Waukegan, IL 60085-4335**  
**Telephone: (847) 377-2100**

Appeal Number: _____	Official Use Only
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Owner's Name: _____	<u>NOTICE OF HEARING AND FINDING TO BE MAILED TO:</u>
Township: _____	Owner's Name: _____
PIN(S): _____	Attorney: _____
Property Address: _____	Mailing Address: _____
City/Village: _____	City, State, Zip: _____
Email Address: _____	Email Address: _____

The current assessment is:	The assessment should be (Required Information):
Land: _____	Land: _____
Building: _____	Building: _____
Total: _____	Total: _____

(A) Is this your principal residence? Yes \_\_\_\_\_ No \_\_\_\_\_ Is this your only residence? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If you answered "No" to question (B) above, where is your additional residence located? (County/State) \_\_\_\_\_  
 (B) Purchase Price: \_\_\_\_\_ Purchase Date: \_\_\_\_\_ Is this property listed for sale? Yes \_\_\_\_\_ No \_\_\_\_\_ Asking Price \_\_\_\_\_

**Please note: Taxpayers are advised to discuss their real estate assessments with their Township Assessor's Office prior to filing an appeal to the Board. Many times the reason for the assessment can be made clear or any errors in the property record card can be corrected through the local assessor's office without filing an appeal to the Board.**

**You can select multiple reasons for your assessment appeal. Please check the reason(s) for this appeal:**

- \_\_\_\_\_ 1. The Assessment is based on a Factual Error (e.g. incorrect square footage).  
 See the Board's 2018 Rules, Section IV A, and call your assessor's office to request a field inspection of the subject property.
- \_\_\_\_\_ 2. The Assessment is Greater than 1/3 of the Subject Property's Recent Sale Price.  
 See the Board's 2018 Rules, Section IV B, and submit the signed Settlement Statement/Closing Disclosures **and** the recorded Illinois Real Estate Transfer Declaration (PTAX-203) **or** MLS closed listing sheet and full property history.
- \_\_\_\_\_ 3. The Assessment is Greater than 1/3 of Fair Cash Value.  
 See the Board's 2018 Rules, Section IV C, and submit an appraisal or the Lake County Comparable Property Grid (located at [boardofreview.lakecountyil.gov](http://boardofreview.lakecountyil.gov)) by clicking on Comparable Search Tool and use properties that have recent sales or other acceptable evidence of Fair Cash Value (Sale price per AGLA), valuing the Subject Property as of January 1, 2018.  
 If applicable, please check: Appraisal attached \_\_\_\_\_ **or** Appraisal forthcoming \_\_\_\_\_
- \_\_\_\_\_ 4. The Assessment is Higher than the Assessment of Comparable Properties (Equity case). See the Board's 2018 Rules, Section IV D, and complete the Lake County Comparable Property Grid (located at [boardofreview.lakecountyil.gov](http://boardofreview.lakecountyil.gov)) by clicking on Comparable Search Tool. Here the analysis generally focuses on building value per AGLA on the county comparison grid.
- \_\_\_\_\_ 5. Other (e.g., matter of law). See the Board's 2018 Rules, Section IV E, and attach an explanation.

**This property has pending appeal with the Illinois Property Tax Appeal Board** \_\_\_\_\_ 2017 \_\_\_\_\_ 2016 \_\_\_\_\_ 2015 \_\_\_\_\_ Stipulation Reached

**Please check ONE option below:**

- \_\_\_\_\_ 1. I request a hearing by letter. The Board decision will be based solely upon the information provided prior, and I will not appear in person nor telephone.
- \_\_\_\_\_ 2. I wish to **telephone** the Board. Please notify me of my designated date and time to call.
- \_\_\_\_\_ 3. I wish to appear **in person**. Please notify me of the hearing date and time.

Submit one (1) original of this form and all evidence in one complete set to the Board of Review at the address shown above within thirty (30) days of the township assessment publication in the local newspaper. Please **do not staple** any documents. **Use paper clips** instead of staples. Assessors are to make their evidence available by email or U.S. mail to each appellant five (5) days prior to the scheduled hearing.

Owner's Signature: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Attorney's Signature: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Attorney Registration & Disciplinary Commission #: \_\_\_\_\_