

# Branford Board of Assessment Appeals

Pursuant to P.A. 95-283, of the State of Connecticut an application to appeal an assessment must be filed between February 1, 2019 and February 20, 2019

Applications may be sent to:  
Board of Assessment Appeals  
c/o Assessor's Office  
1019 Main Street  
Branford, CT 06405

### Property Owner

**Name**

**Address**

**City**

**State**

**Zip**

Grand List of:  List #

**Property Description:**

**Address**

**Business Name**

**Map/Block/Lot**

Residential  Commercial  Industrial

Motor Vehicle Sup  Personal Property

### Mailing Address & Contact Person

**Name**

**Address**

**City**

**State**

**Zip**

**Ph #(s)**

**E-mail**

**Reason for Appeal:**

**Appellant's Estimate of Value (Assessment):**

**BE AWARE THAT ALL HEARINGS WILL BE AUDIO RECORDED**  
**DO NOT WRITE BELOW THIS LINE**

-----  
Signature of property owner or duly authorized agent (attach evidence of authorization)

X \_\_\_\_\_ DATE \_\_\_\_\_

Date	Time	Hearing Officer
<input type="text"/>	<input type="text"/>	<input type="text"/>

**OLD ASSESSMENT**

**NEW ASSESSMENT**

**CHANGE**

**NO CHANGE**

### Board of Assessment Appeals Signatures:

X _____	X _____
X _____	X _____
X _____	X _____

**Notice of time sent:** \_\_\_\_\_

**Notice of Decision sent:** \_\_\_\_\_

## **BOARD OF ASSESSMENT APPEALS GUIDELINES**

1. Complete form but **“DO NOT SIGN”**.
2. Sign form at your hearing in front of the hearing officer.
3. **RETURN FORM BY FEBRUARY 20, 2019 AND YOU WILL RECEIVE YOUR APPOINTMENT DATE AND TIME BY MAIL. APPOINTMENT TIME AND DATE CAN NOT BE CHANGED.**
4. At your hearing you should bring all items to substantiate your request for a reduction. These items may include, but are not limited to the following:
  - i) An appraisal (not more than 1 year old) of your property by a certified appraiser prepared for the purposes of the Board of Assessment Appeal utilizing comparable sales from the appropriate grand list year.
  - ii) A listing of sales of similar properties which have sold during the applicable Grand List Year.
  - iii) Documentation of any errors which you feel may have been made on your street card, for example: size of land, size of building, condition of building, number of baths, type of heating, air conditioning, etc.
  - iv) A listing of properties similar to yours, which may have lower assessments.
  - v) Any maps or deeds which indicate that the land area may be wrong.
  - vi) Submitted documentation should be copies, as they will remain the property of the Board of Assessment Appeals. It is also noted that copies of any income and expense & personal property declarations submitted will become public information.
  - vii) Photographs that are submitted are not returned.
5. **BE AWARE THAT AS WITH ALL PUBLIC HEARINGS IN BRANFORD, THE HEARING WILL BE RECORDED.**
6. After your hearing, your hearing officer will present your case to the entire board for consideration and a decision.
7. You will be notified in writing of the Board’s final decision regarding your appeal.

## AGENT'S CERTIFICATION

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

To whom it may concern:

I, \_\_\_\_\_ being the legal owner of property  
identified as \_\_\_\_\_ hereby authorize  
\_\_\_\_\_ to act as my agent in all matters before the Board of  
Assessment Appeals of the Town of Branford for the assessment year commencing October 1,  
2018.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Telephone \_\_\_\_\_