

## Complaint about Property Taxes

**This package contains:**

1. Instructions & Checklist for Writing a Complaint Letter about Property Taxes
2. Complaint Letter about Property Taxes

## Instructions & Checklist for Complaint Letter about Property Taxes

- This package contains (1) Instructions & Checklist for Complaint Letter about Property Taxes; and (2) Complaint Letter about Property Taxes.
- This form is designed to assist you in drafting a letter to the assessor to protest the amount of your assessment and request action to change it.
- Be sure to include any “enclosures” mentioned in the letter. If there are no “enclosures” you may delete “Enclosure” from the bottom of the letter.
- Be sure to sign the letter and to make a copy before sending it out.
- Bracketed instructions may be included on this form to assist you in completing it and should be removed before printing. Generally in Microsoft Word, you can click on the bracketed instruction and start typing.
- These forms are not intended and are not a substitute for legal advice. These forms should only be a starting point for you and should not be used without consulting with an attorney first. An attorney should be consulted before negotiating any document with another party.
- The purchase and use of these forms, is subject to the Disclaimers and Terms of Use found at [findlegalforms.com](http://findlegalforms.com).

[Your Name]  
[Street Address]  
[City, State ZIP Code]  
[phone number - optional]  
[email address - optional]

November 9, 2010

[Name of Recipient]  
[Title]  
Assessor's Office  
[Street Address]  
[City, State ZIP Code]

Dear [Name of Recipient]:

I have just received my [2009-2010] property tax bill for the following property [Address of Property, Parcel No., other identifying data], and I am writing to protest the amount of the assessment, which is clearly in error.

[Here explain why you believe the tax amount is wrong, i.e.: *The total of \$2,370 on this bill is not only a huge increase over the assessment of last year – which was only \$1,570 – but it is very much higher than the amount assessed this year on several of my neighbors who live on the same street. Our tract houses were all built at the same time and most of us homeowners bought our homes that same year and have maintained them in the same way.*]

I request that you take whatever steps are necessary to correct this incorrect assessment, and look forward to hearing from you within 10 days about the resolution of this matter.

I have enclosed a copy of my property tax bill for your convenience.

Sincerely,

[Your Name]

Enclosure