

Instructions for Board of Review Petitions

Mail appeals to:
Johnson County Assessor
913 S. Dubuque St.
Iowa City, IA 52240

Email: cellery@johnsoncountyiowa.gov

- For information regarding your property, please visit our Beacon website at www.johnson-ia-assessor.org or call (319) 356-6078 if you have any questions
- Fill in all appropriate areas of the attached form. You can type directly in the form before printing.
- Print two copies of the completed form. Keep one copy for your records. Sign, date and mail to the address listed above, or email to cellery@johnsoncountyiowa.gov
- This application needs Adobe Reader in order to print correctly. Note: If you are using an older version of Adobe Reader, follow this link to download a free updated version: <https://get.adobe.com/reader/>
- Protests will not be considered unless filed in writing, postmarked or received **April 2 through April 30** (inclusive), as prescribed by law.



Petition to Local Board of Review
Regular Session

This petition must be filed or mailed to your city or county assessor from April 2 through April 30. It must be postmarked no later than April 30. Contact information for all assessors can be found at the Iowa State Association of Assessors website: www.iowa-Assessors.org.

For use by Board of Review Only
Petition # _____ Class _____
Parcel # _____

To the Board of Review of the County/City of _____, Iowa

The undersigned (print name), _____
as owner or aggrieved taxpayer of the following described real estate: _____

with the property address: _____

and as such, liable for the payment of taxes thereon, do hereby respectfully object to the assessment made against said real estate as of current year January 1, 20__ in the sum of (enter total assessment) \$ _____ for the following reasons, and upon the following grounds: (Complete all grounds that apply – see instructions on back.)

1. That said assessment is not equitable as compared with assessments of other like property in the county or city. (Optional: address and assessment of representative number of comparable properties.)

- Assessed at:\$ _____
Assessed at:\$ _____
Assessed at:\$ _____
Assessed at:\$ _____
Assessed at:\$ _____

2. That said property is assessed for more than the value authorized by law (Section 441.21, Code of Iowa); Optional: Actual Value \$ _____;

3. That said property is not assessable, is exempt from taxes or is misclassified. Optional: Reason for exemption, misclassification, or non-assessment: _____

4. That there is an error in the assessment. Optional list of errors: _____

5. That there is fraud in the assessment as follows (required): _____

The undersigned respectfully requests that the assessment made against said real estate be adjusted accordingly based upon the facts presented. I hereby state that the facts in this petition are true and correct.

An oral hearing is requested: Yes ___ No ___

Mailing Address: _____

Signature (Owner or Duly Authorized Agent): _____ Date: _____

Day Phone: _____ Cell: _____ eMail: _____

FOR BOARD OF REVIEW:

Action Taken: _____ Date: _____

Petition to Local Board of Review Regular Session

Iowa Code Section 441.37(1)-(2)(a) Protest of assessment — grounds.

1. a. (1) Any property owner or aggrieved taxpayer who is dissatisfied with the owner's or taxpayer's assessment may file a protest against such assessment with the board of review on or after April 2, to and including April 30, of the year of the assessment. In any county which has been declared to be a disaster area by proper federal authorities after March 1 and prior to May 20 of said year of assessment, the board of review shall be authorized to remain in session until June 15 and the time for filing a protest shall be extended to and include the period from May 25 to June 5 of such year. The protest shall be in writing on forms prescribed by the director of revenue and, except as provided in subsection 3, signed by the one protesting or by the protester's duly authorized agent. The taxpayer may have an oral hearing on the protest if the request for the oral hearing is made in writing at the time of filing the protest. The protest must be confined to one or more of the following grounds:
 - (a) That said assessment is not equitable as compared with assessments of other like property in the taxing district.
 - (b) That the property is assessed for more than the value authorized by law.
 - (c) That the property is not assessable, is exempt from taxes, or is misclassified.
 - (d) That there is an error in the assessment.
 - (e) That there is fraud or misconduct in the assessment which shall be specifically stated.
- (2) If the local board of review, property assessment appeal board, or district court decides in favor of the property owner or aggrieved taxpayer and finds that there was fraud or misconduct in the assessment, the property owner's or aggrieved taxpayer's reasonable costs incurred in bringing the protest or appeal shall be paid from the assessment expense fund under section 441.16.
- (3) For purposes of this section, costs include but are not limited to legal fees, appraisal fees, and witness fees.
- (4) For purposes of this section, "misconduct" means the same as defined in section 441.9.
2. a. A property owner or aggrieved taxpayer who finds that a clerical or mathematical error has been made in the assessment of the owner's or taxpayer's property may file a protest against that assessment in the same manner as provided in this section, except that the protest may be filed for previous years. The board may correct clerical or mathematical errors for any assessment year in which the taxes have not been fully paid or otherwise legally discharged.

Iowa Code Section 441.21(3)(b)(2) Actual, assessed, and taxable value

For assessment years beginning on or after January 1, 2018, the burden of proof shall be upon any complainant attacking such valuation as excessive, inadequate, inequitable, or capricious. However, in protest or appeal proceedings when the complainant offers competent evidence that the market value of the property is different than the market value determined by the assessor, the burden of proof thereafter shall be upon the officials or persons seeking to uphold such valuation to be assessed.

For information regarding appeals to the Property Assessment Appeal Board or district court, please see Iowa Code sections 441.37A - 441.39.