

**File application after April 1 and before the end of grievance.**

**GRIEVANCE INFORMATION AND APPLICATION**

The following is a little information concerning assessment and the grievance process in Woodstock, which should help you grieve. Your property is assessed on the condition and use of the property as of April 1 of any tax year. We use sales and cost approach to reach this value. The value we have on your property is the amount of money we believe you would get if you placed your home on the open market with a realtor.

There are two areas to be addressed in your appeal:

First: You should review your cost report to determine the accuracy of that record. Of utmost importance are the quality, condition and measurement of your structure. Be sure all the features of the home, such as # of baths, fireplaces, and the sq footage of decks, porches are correct.

Second: Review the sales that have occurred in your neighborhood or properties similar to yours. These should help determine the fair market value of YOUR home.

Understanding fair market value is crucial to your grievance. It is “ the price which a property will bring in the market when offered for sale and purchased by another, taking into consideration all the elements of the availability of the property...” If you use sales comparables in your grievance, they need to be an arms length transaction in which neither party is under duress to sell or purchase. It cannot be a sale between family members, business partners or foreclosure.

The Town Clerk and the Listers offices have records of the sales of property in Woodstock. All property cards are public information and are available for your review. If you need help, just ask. While we won't do the analysis for you, we will be more than happy to point you in the right direction. The attached application has spaces for you to list the comparable properties with building information.

GRIEVANCE APPLICATION: **to be returned after April 1**

Owner's name \_\_\_\_\_

Agent's name (if owner wants to be represented) \_\_\_\_\_

Home Phone \_\_\_\_\_ Daytime phone \_\_\_\_\_

Property location \_\_\_\_\_ Parcel ID M \_\_\_ B \_\_\_ L \_\_\_\_\_

Current appraisal \$ \_\_\_\_\_ What you propose \$ \_\_\_\_\_

Comparable sales

	Your Property	sale 1	sale 2	sale 3
owner's name	_____	_____	_____	_____
Date of sale	_____	_____	_____	_____
Sale Price	_____	_____	_____	_____
Lot size	_____	_____	_____	_____
Building size	_____	_____	_____	_____
Building style	_____	_____	_____	_____
# Of bedrooms	_____	_____	_____	_____
# Of baths	_____	_____	_____	_____
Finished basement	_____	_____	_____	_____
Garage	_____	_____	_____	_____
Barns/sheds	_____	_____	_____	_____

Owner's signature \_\_\_\_\_

If represented by agent please indicate here

Name of agent \_\_\_\_\_

Address of agent \_\_\_\_\_ Phone # \_\_\_\_\_

