



Assessor's Office

Town Of GREENFIELD, MASSACHUSETTS

Town Hall, Greenfield, Mass, 01301 Phone: (413) 772-1506 Fax: (413) 772-1521

APPEALING YOUR ASSESSED VALUE DOES NOT STAY THE COLLECTION OF YOUR TAX

REMEMBER, YOU ARE DISPUTING THE VALUE OF THE
PROPERTY NOT THE TAXES.

Appealing Your Assessed Real Property Value

- Appeal Period
- Application
- Response from Board of Assessors
- Appealing Board of Assessors Decision

The appeal period is: Within 30 days of the mailing of the actual tax bills (not preliminary). For Greenfield that period is January 2nd through February 2nd.

*** No adjustment(s) will be made without an interior inspection of the property. ***

Applications: Applications may be obtained in the Assessor's office. These applications require you to research and provide information to the Board of Assessor's as to your reasons for appeal. The three main reasons for appeal are: 1.) You know of properties like yours that have lower assessed values. 2.) You know of properties like yours that have sold for less. 3.) Assessor's records have incorrect data.

Information **required** but not limited to:

- Your name and mailing address.
- The address of the property you are disputing.
- If you are **not** the owner of the property you **must** provide a letter from the owner stating that you have been given the authority to file on their behalf. This letter must be signed by the owner.
- Your opinion of the correct value of your property and the assessed value of the property.
- If any portion of the property is leased/rented, you will need to provide a list of rents received and expenses paid. Currently those forms are available at the Assessor's office.
- If comparable assessments are being used you will need to fill out a comparable properties sheet.

- If comparables sales are being used you will need to fill out a comparable sales sheet.
- Provide and special circumstances or conditions which markedly affect the value of the property or anything you wish the Board of Assessor's to consider.

Failure of the applicant to comply within 30 days after request for information has been made shall bar him from any statutory appeal (Chapter 59, Section 61A, provisions of the general laws of the Commonwealth of Massachusetts).

The Assessor's office has many forms that will help you provide the information required to make an informed appeal. Information will be made available to you in a timely manner as you request it. Information and some forms are available on the Town website. These forms may also be sent via fax but we are not responsible for your receipt of them. If you have requested forms to be faxed and you do not receive them within 2-3 days you should call our office and request them again or stop in so that you are sure to meet the filing deadline. The Assessor's do not have the authority to extend the deadline for filing.

The Board of Assessor's will send you a written response of their decision whether it is favorable or denied. If you are not happy with the Boards decision you may request a hearing with them to state your case personally.

If you wish to appeal the decision of the Board of Assessor's you have the right to appeal to the Appellate Tax Board. 617-727-3100