

# How to Appeal

- Appeal steps:**
1. Informal (Assessor's Staff) Hearings
  2. Board of Equalization
  3. State Tax Commission

1. **Informal hearings** are strongly encouraged if you feel your value is incorrect. Contact the Assessor's office at (816) 407-3510. Hearings will be conducted **April 2<sup>nd</sup> through May 17<sup>th</sup>, 2019**. **A change-of-value will be made only if the owner can demonstrate that the appraised value does not accurately reflect the property's true value in money as of January 01, 2019.**

## **SUGGESTED FORMS OF SUPPORTING DOCUMENTATION**

### **One of the following:**

- Copy of recent sales contract (within the past year)
- Copy of recent appraisal from accredited firm (within the last three years)
- Copies of repair estimates with photos
- Income and expense information for commercial properties

2. **Board of Equalization** hearings begin in July for the taxpayer to further their appeal to the Board of Equalization. Forms are available through the County Clerk's Office, 1 Courthouse Square, Liberty, Missouri 64068, and phone: **(816) 407-3573**. **Forms must be returned to the County Clerk's Office no later than June 17, 2019**
3. **Appeals to the State Tax Commission** must be filed by September 30th or within 30 days of the Board of Equalization's decision, whichever is later and only following the BOE hearing. A professional appraisal is expected. Contact the STC at (573) 751-2414.

For further information, contact the **Assessor's Office at (816 )407-3510**.

Please call us if you have any questions. The Assessor's staff looks forward to serving you in any way possible.