

RETURN TO:
Champaign County Board of Review
Champaign County
1776 East Washington Street
Urbana, IL 61802-4581
www.champaigncountyil.gov
bdrv@champaigncountyil.gov
(217)384-3758

FOR TAX YEAR 2024

PIN: _____

RESIDENTIAL REAL ESTATE ASSESSMENT COMPLAINT FORM

List additional pins on page 2

Docket # (Office use only) _____

Owner's Name: _____
Township: _____
PIN#: _____
Property Address: _____
City, Zip: _____
Complainant Home/Cell#: _____
Complainant Email Address: _____

Mail decision to: (complete **only** if different from property owner/property address):
Name: _____
Mailing Address: _____
City, State, Zip: _____
E-Mail _____
Day Phone: _____

WHAT DO YOU THINK A FAIR MARKET VALUE OF YOUR HOME SHOULD BE?

PROPOSED PROPERTY ASSESSMENT

\$ _____ DIVIDED BY 3 = _____
(Please Fill In—Your opinion of value as of January 1, 2024) (Please Fill In—What you think your assessment SHOULD be as of January 1, 2024)

IF YOU ARE APPEALING UNIFORMITY, OR SALES COMPARISONS, THE GRID SHEET (PAGE 3) MUST BE FILLED OUT AND SUBMITTED WITH APPEAL.

PLEASE SUBMIT 2 HARD COPIES OF APPEAL AND 2 COPIES OF EVIDENCE

I am filing an assessment complaint because:

- I recently purchased this property for less than the current assessment. Purchase price \$ _____ Date _____
(Please submit a copy of the settlement sheet)
- I have an appraisal within the past 24 months that shows my assessment is too high. Appraised value \$ _____
(Please provide a copy of the appraisal)
- My property is listed for sale for less than the current assessment. List price \$ _____
(Please provide a copy of the listing).
- My assessment is higher than comparable properties in my neighborhood. Please attach evidence.

Check all that apply: Property occupied by Owner Property occupied by Tenant(s) for total monthly rent of \$ _____

If you list this property for sale after filing an assessment complaint, you MUST notify the Board of Review.

BOARD OF REVIEW USE ONLY

CURRENT ASSESSMENT

LAND:	BUILDING:	TOTAL:
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BOR ASSESSMENT

LAND:	BUILDING:	TOTAL:
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Number of stories above ground level _____ Year built _____ Square footage above ground _____

Type of exterior: _____ Vinyl _____ Brick _____ Wood _____ Other: _____

Foundation: _____ Crawl _____ Slab _____ Basement: _____ full _____ partial _____ unfinished _____ % finished

Garage: _____ # cars _____ attached _____ detached

#bedrooms: _____ # full baths: _____ # 1/2 baths: _____

Heating system: _____ FA _____ geothermal _____ Hot H2O _____ other: _____

Air Conditioning: _____ central air _____ window _____ none

Amenities: Please indicate number of each:

_____ fireplace _____ deck _____ open porch _____ enclosed porch _____ patio _____ fence

_____ sunroom _____ in-ground pool _____ other buildings/sheds/Accessory Dwelling Unit(ADU)—

describe: _____ View: _____ Lake or pond _____ Golf course view

_____ Other: _____

Please describe any improvements and/or additions you have made in the past 2 years:

How much do you think your house would sell for today? \$ _____

Oath: I do solemnly affirm that the statements made and the facts set forth in the foregoing complaint are true and correct to the best of my knowledge.

OWNER'S SIGNATURE _____

IF REPRESENTED BY AN ATTORNEY, OWNER'S SIGNATURE OR SEPARATE LETTER OF AUTHORIZATION IS REQUIRED, AND 2 COPIES OF AUTHORIZATION MUST BE SUBMITTED WITH THIS FILING. ATTORNEY MUST BE LICENSED IN ILLINOIS.

List additional pin(s): _____

ATTORNEY or AGENT'S NAME _____ ATTORNEY or AGENT'S SIGNATURE _____

Phone: _____ Email: _____

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RESIDENTIAL COMPARISON GRID

Please complete the Residential Comparison Grid if your appeal is based on uniformity or excessive market value. Information necessary to complete this form is available from your local township assessor, and from your own first hand knowledge of comparable properties.

A copy of your information will be sent to your local township assessor.

****MINIMUM 3 COMPARABLES, MAXIMUM 5 COMPARABLES****

	SUBJECT PROPERTY	COMPARABLE #1	COMPARABLE #2	COMPARABLE #3
Permanent Parcel Number				
Street Address				
Proximity to Subject				
Lot Size/Acreage				
**Structure Type/Style/Number of Stories				
Exterior Construction				
Age of Property				
Number of Bathrooms (full and half)				
Living Area (square feet) Per assessor's Property Record Card				
Basement Area (square feet)				
Finished Basement area (yes or no, percentage of finished area)				
Air Conditioning/Heating				
Fireplace				
Garage or carport—# of cars				
Patio/Deck/Fence				
Number of Bedrooms				
Date of Sale				
Sale Price (within last 3 years)				
Sale price per square foot (sale price divided by living area from above)				
Market Value Per Assessor				
Market Value per square foot (market value divided by living area from above)				
Land Assessment				
Building Assessment				
Total Assessment				
Building Assessment per square foot (bldg. assessment divided by living area from above)				

** This is a VERY important category of information