

**Taxpayer Petition for Appeal from
the Decision of the County Board of Equalization**
Submit this Petition Form by fax, hand delivery or postmarked by 5:00 p.m., March 10 to:

Nevada State Board of Equalization
c/o Nevada Department of Taxation
1550 E College Parkway, Suite 115
Carson City, NV 89706

STEP 1. List the complete name of the Property Owner and contact information, as applicable.

Name of Property Owner (Please print or type) _____

Contact Person who will receive all correspondence if no agent assigned, generally employee of company or relative of Property Owner. _____

dba Business Name (If applicable such as Company, LLC, Partnership, Corporation, etc.) _____

Mailing Address _____

Mailing Address (If different from Petitioner address) _____

City _____ State _____ Zip Code _____

City _____ State _____ Zip Code _____

Daytime Telephone Number (With area code) Fax Number (If avail.) _____

Daytime Telephone Number (With area code) Fax Number (If avail.) _____

E-mail address (If available) _____

E-mail address (If available) _____

STEP 2. List the following information about the property being appealed. If multiple parcels are the subject of the appeal and have the same issues, list each parcel number separately on an attached sheet. If multiple parcels are being appealed and do not have the same issues, fill out a separate appeal form for each parcel.

APN or Parcel Identifier: _____

The Assessor's Parcel Number (APN) is assigned to real property. A parcel identifier (alpha/numeric) is generally assigned to personal property. The APN or parcel identifier may be found on either the Assessment Notice or the Tax Bill.

Tax Year(s) Being Appealed: _____ **Physical Address of Property:** _____

If more than one tax year is being appealed, list each year separately, such as 2012-13.

Check the description(s) which best fits your property:

Part a):

Secured Roll Unsecured Roll Supplemental Roll

Part b):

Vacant Land Mobile Home (Not on foundation) Mining Property
Residential Property Commercial Property Industrial Property
Multi-Family Residential Property Personal Property Agricultural Property
(i.e. Equipment, furniture & fixtures)

STEP 3. Describe the case information from the county board of equalization.

County in which the appeal was heard _____ County Case Number _____ Date Heard by County _____

If the appeal was not heard by the County Board of Equalization, tell us why. _____

STEP 4. Describe the taxable and assessed values being appealed.

Property Type	Assessor		County Board Did the county board change the assessor's value? Y ___ N ___		Property Owner: <i>What is the value you seek? Write N/A on each line for values which are not being appealed.</i>	
	Taxable Value	Assessed Value	Taxable Value	Assessed value	Taxable Value	Assessed value
Land						
Buildings						
Personal Property						
Total						

STEP 5. Describe the reason for the appeal (Check all that apply):

- a) NRS 361.360(1); NRS 361.400(2): Aggrieved at the action of the County Board; overvaluation of property.
- b) NRS 361.360(1); NRS 361.400(2): Failure of County Board to equalize; undervaluation or nonassessment of other property.
- c) NRS 361A.240(2)(b): Under-or-over valuation of open-space use assessment.
- d) NRS 361A.273(2): Determination that agricultural property has been converted to a higher use; valuations for deferred tax years.
- e) NRS 361.360(1); NAC 361.747(2)(c): The property was denied an exemption that is allowed by law. If so, describe the exemption.
- f) Other reason, please describe. _____
- g) The property did not receive the appropriate tax abatement.

If you checked (g), YOU ARE FILLING OUT THE WRONG FORM. Call 775-684-2160 for help.

STEP 6. Agent Authorization. Complete this section only if an agent, including an attorney, has been appointed to represent the Property Owner in proceedings before the State Board. If you do not have an agent now, but wish to appoint one later, you must file with the State Board a separate Agent Authorization form at the time you appoint the agent. Pursuant to NAC 361.7018, Notice of representation by authorized agent states in part "The State Board will accept a notice filed by facsimile transmission, but the original document must be filed with the State Board before the commencement of the hearing." **NRS 361.362 requires written authorization be provided within 48 hours after the last day allowed for filing the appeal.**

I hereby authorize the agent whose name and contact information appears below to appear before the Nevada State Board of Equalization to contest the value and/or exemption established for (Please check one):

- 1) All the properties owned by the Property Owner in Nevada;
- 2) All the properties owned by the Property Owner in _____ County, Nevada; or
- 3) Authorization is limited to the following properties:

APN or Parcel Identifier: _____

I further authorize the agent listed below to file petitions during the _____ calendar year; receive all notices and decision letters related thereto; and represent the Property Owner in all related hearings and matters before the Nevada State Board of Equalization.

Authorized Agent Contact Information:

Name of Authorized Agent (Please print or type)	Contact Person (If different than Authorized Agent)
Mailing Address	Mailing Address (If different from Agent Address)
City State Zip Code	City State Zip Code
Daytime Telephone Number (With area code) Fax Number (If avail.)	Daytime Telephone Number (With area code) Fax Number (If avail.)
E-mail address (If available)	E-mail address (If available)

I hereby accept appointment as the authorized agent of the Property Owner in proceedings before the State Board.

Authorized Agent Signature	Title	Date
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STEP 7. Sign and date the appeal.

I (property owner) hereby petition the State Board of Equalization to hear my appeal. I have read the petition and believe the contents to be true. If Step 6 above is completed, my signature confirms appointment of the agent listed in Step 6.

Property Owner Name (Please print or type)	Title (Owner, officer, representative)
Property Owner Signature	Date
*Authorized Agent Signature, if applicable	Date

****If the petition is signed by an authorized agent only, ensure that a separate Agent Authorization Form with Property Owner's signature has been completed. If the Property Owner is a corporation, limited partnership, or a limited liability company, the Property Owner's signature must be signed by an officer or authorized employee of the business entity.***

If you choose to submit additional documents, each document must be on 8-1/2" x 11" white paper and must be legibly written, printed or typewritten on one side of the paper only. Each document must be signed by the party, or authorized agent of the party, submitting it and must include the current mailing address and telephone number of the submitter, per NAC 361.721.

If due date falls on a Saturday, Sunday or legal holiday, the appeal may be filed on the next business day.

If you have questions about this form or the appeal process, please call: (775) 684-2160. Fax (775) 684-2020.