

# PLEASE LEAVE THIS LETTER ATTACHED TO YOUR PROTEST FORM

Following is a list of instructions to assist you in filing your PROPERTY VALUATION PROTEST.

Prior to filing this protest we ask that you discuss the valuation with a **representative** of the **Assessor's Office**. This could very possibly eliminate the need for protest. If after consultation with the Assessor's Office you still wish to file a protest, please read carefully the following Instructions and those on the back of the protest form.

1. Protests must be limited to valuation only. This is not and cannot be a protest of taxes. Taxes are to be protested at the budget hearings of the various political subdivisions in August/September.
2. Reasons for requested change in value and the amount of the requested change must be explained on the form. (Attachments will be accepted if additional space is needed).
3. This form must be filed with the County Clerk between the following dates:

**Personal Property - 30 days from the date the Assessor notifies you of a change in the value of property, of the addition of omitted property, or the failure to file a return, or of the assessment a 10 percent or 50 percent penalty. Notification is usually mailed out on May 1.**

**Real Estate - June 1 to June 30, and the protest form must be filed with the County Clerk, in the Register of Deeds Office.**

Early or late filings will cause the protest to become invalid.

Once filed, your protest will be scheduled for hearing before the referee hired by Dakota County to hear protests. You are not required to appear; however, you are welcome to appear and no decision will be rendered at the hearing. The County Board of Equalization will review your protest after all information has been submitted by you and the referees and the County Board must render a decision on or before July 25<sup>th</sup>. You will be notified of the Board's decision by August 1, 2011.

If you have additional relative information you wish to convey to support your protest, other than what was submitted with your filing, you may file that as an amendment and personally appear before the referee/s. Please indicate below whether you wish to appear before the referees by checking the appropriate statement below. If you appear we ask that your testimony be limited to five minutes per parcel.)

\_\_\_\_\_ Yes, I would like to appear before the Referee. I have additional relative information that I wish to present to the referee/board. (If **yes is checked**, and you wish to offer written, or oral testimony before the referees, a time and place of the hearing will be provided you upon filing your protest.) It is not mandatory that you file additional information in order to attend a hearing before the referees. That is your right.

\_\_\_\_\_ No, I do not wish to appear. (The Referees will review your protest with what information is available to them)

Please print name: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please leave this entire form intact and a report will be sent to you after the board has made their determination.

Please note: The County no longer separates the land value and Improvement value. Instead you are just provided a total value. If you would like to know the make up of your value, you may link on the following web site: <http://dakota.pat.gisworkshop.com/>

**Theodore A. Piepho  
Dakota County Clerk  
PO Box 39  
Dakota City NE 68731-0039**