

**INFORMATION ABOUT THE
PROPERTY VALUATION PROTEST
PROCESS**

On May 30, 2015 the Richardson County Assessor sent notices of valuation change for the 2015 tax year. Property valuation protests can be filed from June 1 through June 30 and are accepted in the Office of the Richardson County Clerk. The Richardson County Board of Commissioners, in their capacity as the Richardson County Board of Equalization, will examine all protests. The purpose of this hearing is to allow the *protestor/or their representative* to provide information relating to the value of the property. Relevant information will also be provided to the Board by the Richardson County Assessor's Office.

Property owners have the responsibility of presenting relevant market data as evidence as to why the assessed value of the protested property should be changed.

It is not the responsibility of the Board of Equalization to appraise each property, but rather to consider the data and information presented by both the protestor and the County Assessor's Office in order for the Richardson County Board of Equalization to determine if the valuation requires an adjustment. THEREFORE, it is important that the owner and/or representative provide relevant information to the Board of Equalization, which supports the requested valuation.

Examples of relevant information include:

- Physical characteristics of property.
- Market sales of similar properties in a similar area, or evidence of a recent "arms length" sale of this property.
- An appraisal of the property by a real estate appraiser licensed in Nebraska.
- Cost of recent construction on the property that affects the value, or costs needed to update or change use.
- Income, vacancy and expense data relating to commercial property.
- Soil data showing different land uses or soil types. (Maps obtained from the soil conservation service.)
- Discounted cash flow for development land.
- Any other evidence or data that reflects the market value of your property.
- If the property being protested is rented, the owner must provide current lease data.
- All Board of Equalization hearings will be recorded.
- The effective date of the valuation is January 1, 2015.
- If the protest is based on equalization with other similar properties, it is the owner's obligation to provide the data relating to the other properties assessment level.

If you have additional information to present during your appointment with the Board of Equalization, it would be appropriate to attach that information to your Property Valuation Protest Form when it is filed with the County Clerk. All evidence and documents will be held by the County Clerk for 90 days or until all appeals have been completed.

If you are not able to attend your hearing date, please notify the County Clerk's office.

If you cannot appear for the hearing scheduled, the Board of Equalization will still consider your protest at that time as appointment times will not be rescheduled. Hearings via teleconference can also be arranged by contacting the County Clerk's office at least 24 hours in advance of the hearing. The phone number is 402-245-2911 or e-mail your message to clerk@richardson.nacone.org.

Protest forms and any additional information can be mailed or delivered to the:

Richardson County Clerk
Room 203 Courthouse
1700 Stone Street
Falls City, NE 68355

After the hearing, the Assessor and/or Board of Equalization will inspect the property, if necessary and will review both the data presented by the owner and the Assessor's office. The Board of Equalization will make their decision based on this data and other relevant market data, as appropriate.

The Richardson County Board of Equalization will make the final determination of value and, by law, must be finished by July 25. The owner will then be notified of the results.

RICHARDSON COUNTY BOARD OF EQUALIZATION:

David D. Siekel, Chairman
Myron (Jim) Davidson
James Standerford