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# To Appeal your Property Assessment

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## Should I Appeal

*The State Equalized Value (SEV) should be 50% of the True Cash Value (TCV) or market value of your home. The value is set by using a market study of similar homes within a neighborhood to determine the TCV based on the amenities in your home. If you find that homes in your area have recently sold for less than twice the SEV, this will give you an indication if the market value is less than the value established by the assessor.*

## When to Appeal

*The March Board of Review is the only time you are able to appeal the valuation of your property. The 2019 Board of Review will meet on March 11<sup>th</sup> and 12<sup>th</sup>. An appointment is highly recommended and can be made by contacting the Township Office during business hours. Appeals may also be made in writing but must be received by 4:00 pm on March 12<sup>th</sup>.*

## Supporting your Appeal

*You must be able to propose an alternative value and support how you arrived at this value.*

- *Ask for a copy of your property Record Card and review the information to be sure it matches the characteristics of your home. If you see errors, please bring them to the attention of the assessor and corrections will be made.*
- *Gather information on sales of similar homes to yours in your neighborhood. Note square footage, number of stories, finished basements, number of baths, size of garage, etc. These amenities affect the value of the homes being used as comparables. You may search for comparable sales using the on-line property search on the Township website or by visiting the office.*
- *Some people hire an appraiser. Please be aware that the appraiser may follow a methodology that is different from the one the assessor uses.*
- *Be prepared with the above information and be able to propose an alternative value with supporting documentation.*

*The Township website ([www.williamstowntownship.com](http://www.williamstowntownship.com)) provides the ability to search sales within the Township for you to utilize. This is found under the Property and Tax Info button on the home page. The information is also available at the Township Hall.*

## Notification of Decision

*You will be notified of the Board of Review's decision regarding your appeal approximately four weeks after the Board adjourns. The notification will provide information if you wish to appeal further to the Michigan Tax Tribunal (MTT). Appeals must be filed by July 31<sup>st</sup> for residential property and by May 31<sup>st</sup> for commercial and industrial real property, and business personal property.*