

**ASSESSMENT APPEALS BOARD FEE SCHEDULE**

**(Effective September 1, 2019)**

<b>FEE TYPE</b>	<b>FEE AMOUNT</b>
1. Application Fee  Fee for filing and processing an application for changed assessment	\$40. The \$40 fee is charged for each application filed. A separate application is required for each parcel and for each tax year.
2. Findings Fee  Fee for the preparation of written findings of fact	<p>\$150 per hour to prepare and review written findings of fact. For single-family residential properties, a \$150 deposit paid to the clerk of the Assessment Appeals Board is required before the conclusion of the hearing. For all other properties, a \$300 deposit paid to the clerk of the Assessment Appeals Board is required before the conclusion of the hearing. The clerk will bill the requesting party for any remaining amount owing. The remaining amount owing by the requesting party must be paid prior to the issuance and transmittal of the findings.</p> <p>*Pursuant to Property Tax Rule 325 and Local Rule H, the Assessment Appeals Board may request one or both parties to submit proposed written findings of fact prior to the board's issuance of final findings. The hourly fee will be charged for review of the proposed findings.</p>