

# **GRAND CHUTE ASSESSOR'S OFFICE REQUEST FOR ASSESSMENT REVIEW**

---

Dear Property Owner:

You recently contacted our office regarding your property assessment. In order assist us in reviewing your assessment, please provide the information requested below, noting these instructions:

1. Complete the bottom and reverse portions of this form. Return the form *and copies of support documents* to the Assessor's Office. Retain a copy for your records.
2. Following an office review of this information and our current data on your property, a representative from the Assessor's Office may need to visit the property. If that is necessary, we will call to schedule an appointment to inspect the property.
3. After our review is complete, you will receive a notice of value determination that outlines changes, if any, to the assessed value of your property. These notices are typically mailed in April or May, but that may occur later in the summer depending on the volume of requests. The notice will advise you of specific times and dates for **Open Book** and **Board of Review**. If you are dissatisfied with the value determination, you may attend Open Book and meet with the Assessor. If you are still dissatisfied after Open Book, you may file a form of objection with the Town Clerk and request an appearance before the Board of Review.
4. Please contact the Assessor's Office if you have any questions while completing this form, or if you have questions about the property assessment process. We can be reached by phone at 920-832-1578, or by emailing us at: [assessor@grandchute.net](mailto:assessor@grandchute.net)

---

## **REQUEST FOR ASSESSMENT REVIEW**

Property Owner Name (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Address \_\_\_\_\_ Tax Key Number \_\_\_\_\_

Phone No.: Home or Cell \_\_\_\_\_ Work \_\_\_\_\_

Best day or time to contact you \_\_\_\_\_

What is the current Assessed Value of the property? \$ \_\_\_\_\_

In your opinion, what is the current Fair Market Value of the property? \$ \_\_\_\_\_

