



Address 910 5th Avenue SE, Olympia, WA 98504 | Mailing Address P.O. Box 40915, Olympia, WA 98504
 Voice (360) 753-5446 | Toll-Free (866) 788-5446 | Fax (360) 586-9020
 Email bta@bta.state.wa.us | Website bta.state.wa.us

Notice of Appeal – Informal – Property Valuation

I appeal the decision of the _____ County Board of Equalization on petition/appeal number _____ (attach) for taxes due for Assessment Year _____ payable in _____ (following year).

For WSBTA Use Docket Number

Type of Appeal

- | | | | |
|---|--------------------------------------|---|--|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Mobile Home | <input type="checkbox"/> Exemption | <input type="checkbox"/> Reconvene |
| <input type="checkbox"/> Condominium | <input type="checkbox"/> Commercial | <input type="checkbox"/> Land/Vacant Lot | <input type="checkbox"/> Personal Property |
| <input type="checkbox"/> Apt./Condo.Complex | <input type="checkbox"/> Industrial | <input type="checkbox"/> Open Space Removal | <input type="checkbox"/> Other _____ |

Parcel Number _____

Property Address: _____

Value Set by the County Board	
Land	\$ _____
Improvements/Buildings	\$ _____
Personal Property	\$ _____
Total	\$ _____

Appellant's Estimate of Value	
Land	\$ _____
Improvements/Buildings	\$ _____
Personal Property	\$ _____
Total	\$ _____

Short statement of errors, issues, and facts supporting appeal: (use attachment if necessary)

Appellant Name	Appellant/Representative Signature		
Appellant Mailing Address	City	State	Zip Code
Appellant Daytime or Message Telephone Number ()	E-Mail (By providing an email, you agree to receive correspondence by email.)		

Representative Name	Firm or Company Name; Bar Number and State		
Representative Mailing Address	City	State	Zip Code
Representative Daytime or Message Telephone Number	E-Mail (By providing an email, you agree to receive correspondence by email.)		

FOR ASSESSOR USE ONLY – If Assessor is Filing, Please Provide Name & Address of Taxpayer

Name			
Mailing Address . Street or Box Number	City	State	Zip Code

INSTRUCTIONS

To appeal the valuation of your property, please send these two (2) items only to the Board of Tax Appeals **within 30 days of the mailing** of the County Board of Equalization Order:

Item 1. This **Notice of Appeal** including the **signature** of the appellant (or the appellant's authorized representative).

Item 2. A **copy of the County Board of Equalization Order** that you are appealing.

Submit to the WSBTA by:

Fax: 360-586-9020

Email: bta@bta.state.wa.us

US Mail: P.O. Box 40915
Olympia, WA 98504-0915

Delivery: 910 5th Avenue S.E.
Olympia WA 98501

We are required by law to reject any appeals that are not mailed or delivered within the 30-day deadline. Do not include evidence with your appeal. You will have the opportunity to present your evidence at a later time requested by the Board of Tax Appeals.

The Board of Tax Appeals will send a copy of your Notice of Appeal and Board of Equalization Order to the opposing party.

If you have provided an email address, you will receive all correspondence by email. Please add bta@bta.state.wa.us to your spam filters.

What's Next: The Board of Tax Appeals will mail all parties a letter acknowledging receipt of this Notice and assigning a docket number to the appeal. **All future communication with the Board regarding your appeal must reference this docket number.** Your letter will include a Prehearing Order establishing the dates by which you must submit evidence and other materials for your case.

For additional information, see Chapter 456-10 of the Washington Administrative Code, or visit the WSBTA's website at: <http://bta.state.wa.us>.

If you or would like to request this form in an alternate format, contact the Board of Tax Appeals at 360-753-5446 (voice/TDD).

Public Disclosure Notice: In accordance with RCW Chapter 42.17 and WAC Chapter 456-12, information and materials submitted to the Board of Tax Appeals are considered public records and are available for public inspection and copying.