



**JOINT REPORT BY TAXPAYER / ASSESSOR
TO THE COUNTY BOARD OF APPEALS OF
A PRELIMINARY INFORMAL MEETING**

State Form 53626 (R2 / 1-18)

Prescribed by the Department of Local Government Finance

FORM 134

FOR OFFICE USE ONLY

Date received by County Board of Appeals
(month, day, year)

Date received by County Auditor
(month, day, year)

INSTRUCTIONS:

1. This form must be completed and signed by both the taxpayer and the assessing official.
2. The PTABOA maintains the original report with copies provided to the County Auditor, Assessor, and taxpayer.

TYPE OF ISSUE UNDER APPEAL

Assessment of (check if applicable): <input type="checkbox"/> Real property <input type="checkbox"/> Personal property	Issue concerning (check issue(s)): <input type="checkbox"/> Deduction <input type="checkbox"/> Credit <input type="checkbox"/> Exemption <input type="checkbox"/> Abatement <input type="checkbox"/> Tax Cap <input type="checkbox"/> Other: _____
	Petition number (assigned by local officials)

SECTION 1 PROPERTY AND PETITIONER INFORMATION

Assessment date: _____ 1, 20_____, payable in 20_____.	Parcel number	County	Township
Name of property owner	Telephone number ()		E-mail address
Mailing address of property owner (number and street, city, state and ZIP code)			
Address of property under appeal, if different (number and street, city, state and ZIP code)			
Name of authorized representative (if different from taxpayer)	Telephone number ()		E-mail address
Mailing address of authorized representative (number and street, city, state and ZIP code)			DLGF Taxing District number

SECTION 2 RESULTS OF PRELIMINARY INFORMAL MEETING

Assessment date: _____ 1, 20_____, payable in 20_____.	LAND	IMPROVEMENTS	PERSONAL PROPERTY / DEDUCTIONS
Current assessment / deduction of record:			
Taxpayer believes assessment / deduction should be:			
Assessor believes assessment / deduction should be:			
After the preliminary informal meeting, do the taxpayer and the assessor agree on the resolution of all issues? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, explain the issues and changes made. ----- -----			
If both parties do not agree on all the issues, is there a partial agreement on some of the issues? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, list the areas agreed upon. ----- -----			
If yes, list the areas <u>not</u> agreed upon. ----- -----			

If both parties disagree on all of the issues, the taxpayer and the assessor should list the issues in their comments section.

