

Type of Appeal:

(Please Check)

(Please Check)

- ☐ Residential: (Subdivision _____) ☐ Annual
☐ Commercial/Industrial ☐ Interim
☐ Exemption

Lehigh County Assessment Appeal Form

Instructions:

Print or type all information. All sections must be completed. You may include documentation, but do not attach to this appeal form. Sign and date the form and keep a copy for your records. A separate form must be submitted for each parcel appealed. Mail or deliver to: Lehigh County Assessment Office, Lehigh County Government Center, 17 S. 7th Street, Room 517, Allentown, PA 18101. ***"ORIGINAL" Appeal(s) must be received on or before August 1st. Postmarks and faxed appeals will not be accepted as evidence of timely filing.***

I. Property Information

Dist _____ Ward: _____ PIN: _____ Parnum: _____

Address of Property: _____

Date Purchased: _____ Purchase Price: _____ Opinion of Value: _____

Are there any property description errors? _____ Yes _____ No

If yes, please explain: _____

State reasons for filing this appeal: _____

II. Owner/Appellant Information

Appeal filed on behalf of (check one):

_____ Property Owner _____ School District _____ Municipality

Record Owner Name(s): _____

Appellant's Mailing Address: _____

Phone Number (daytime): _____

Certificate of Appeal

I/we hereby declare my/our intention to appeal from the assessed valuation of the property described above and do hereby verify that the statements made in this appeal are true and correct. I/we understand that false statements herein are made subject to the penalties of 18 Pa. C. S. Section 4904, relating to unsworn falsification to authorities.

Signed: _____

Date: _____

Owner(s) of Record

All Notices concerning this appeal will be sent to Appellant's mailing address unless Appellant appoints an authorized representative to receive all notices on behalf of Appellant.

Name of Authorized Representative: _____

Mailing Address: _____

Phone Number (Daytime): _____

Signature of Authorized Representative: _____

If Appellant appoints an Authorized Representative, both Appellant and the Authorized Representative must sign this Appeal Form.

Pertinent Information
When Filing a Board of Assessment Appeal

If you file a timely appeal with the Board of Assessment Appeals, the following material may be helpful to bring to the hearing.

1) For all properties:

- a) Appraisals – appraisal reports completed by PA State Certified Appraisers or Broker-Appraisers within the last 12 months from the mailing date on the “Final Notice of Property Assessment” will be accepted. Five (5) copies of the report should be submitted at least ten (10) days prior to the hearing date.
- b) Recently Purchased Properties
 - 1) Agreement of Sale
 - 2) Settlement Sheet

2) For Rental Properties (Residential, Commercial, & Industrial):

- a) Leases – bring copies (or a synopsis) of all leases in place for the property appealed.