

Submit to: Sarpy County Clerk 1210 Golden Gate Drive #1250 Papillion, NE 68046	Sarpy County Property Valuation Protest Form 422 For Use by Protesters of the Reassessment Determination of Form 425.	Protest Number 2019-
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Name and Mailing Address of Person Filing Protest		Filed _____, 20____
Name		Requested Valuation
The person filing this protest is the owner of the property or authorized to protest on behalf of the owner. If the protest is being filed on behalf of the owner, authorization to do so must be provided with the protest. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Street or Other Mailing Address		Land \$
City, Town, or Post Office	State	Buildings \$
Zip Code		
Parcel Number REQUIRED	Phone Number	Outbuildings \$
Email	Subdivision	Total Land and Buildings \$

Real Property Description (Include Lot, Block, Addition, Location Address, Section, Township, Range, and County)

The County Board of Equalization will review the protest and all information submitted. Notice will be sent 7 days in advance of the hearing. *You are not required to attend this hearing.* If you do not wish to attend, your protest will still be considered with the information submitted.

REASON FOR FILING FORM 422
NOTE: ALL EVIDENCE SUPPORTING YOUR REASON FOR VALUATION CHANGE MUST BE PROVIDED WITH FORM 422

**sign
here**

Signature of Person Filing Protest _____ Date _____

The information provided in this form is required to file a property valuation protest. Failure to complete this form or provide adequate evidence may result in rejection and/or denial of the appeal. Applicants should be prepared to submit additional information if requested at the time of hearing.

INSTRUCTIONS

For information on the value of your property, call the County Assessor's Office (402)593-2122. For information about the process of protesting a value on a specific property, please visit our website at www.sarpy.com/boe or call the County Clerk's Office (402)593-4433 or (402)593-4155.

WHERE TO FILE: Each year, the Sarpy County Board of Equalization provides property owners the opportunity to protest the reassessment placed on their property and present evidence to support their claim. This form may be used to protest the valuation assessed on real property.

The change of valuation notice you received from the Assessor's office contains legal information you will need to fill out Form 422. This form must properly identify the LEGAL DESCRIPTION and the PARCEL NUMBER of the property valuation you are protesting. State in writing your requested valuation and the basis (reason for the protest) for such a proposed valuation. (If additional space is needed, attach the additional information to this form).

If the person is filing the protest on behalf of the owner of the property, authorization to do so must be provided. If the person filing the protest is not the owner of the property or authorized to protest on behalf of the owner, the county clerk must mail a copy of the protest to the owner of the property.

EACH property/parcel being protested MUST have a SEPARATE protest form. Two properties CANNOT be listed on the same form. MAKE SURE to include the MAILING address on the form, all correspondence will be sent to the address provided.

When completed this form must be filed with the County Board of Equalization at the office of the County Clerk in the county where the property is located. **The protest must be signed, dated and filed between August 6 and September 5 by delivery or postmarked on or before September 5.**

If you wish to file a protest by mail:
County Clerk's Office
1210 Golden Gate Drive #1250
Papillion NE 68046

You may also hand deliver your protest to our office at 1210 Golden Gate Drive, Papillion. We are in the East Administration wing on the main level.

SPECIAL FILING PROVISIONS: If a filing deadline falls on a weekend or holiday, the filing deadline is extended to the next business day.

If this protest is transmitted to the County Board of Equalization through the United States mail, the protest is considered filed on the date of the postmark. If this protest is transmitted through the United States mail and either registered or certified, the date of registration or certification shall be deemed the postmarked date.

DISMISSAL: The protest may be dismissed if you fail to describe the property with a protested value or state a reason for the protest.

You will need to provide evidence for consideration by the Board at your hearing. All documentation provided to the Board of Equalization as evidence becomes public record. This includes photographs, which then become the property of Sarpy County.

Your attendance at this hearing is recommended but NOT required. Your protest will still be given complete consideration if you are unable to attend.

You can view your referee hearing time and/or the referee's recommendation (after hearings are completed) at www.sarpy.com/boe under protest lookup. You must have your PARCEL number to access this information.

NOTICE: The Sarpy County Board of Equalization will meet to hold your hearing, discuss, and set property values. The County Clerk shall notify you within 10 days after the County Board of Equalization's decision on the protest. Notification will be mailed to property owners within 7 days of the meeting. The report of the County Board of Equalization's decision is available at the office of the County Clerk.

NEXT LEVEL OF APPEAL: If a property owner is not satisfied with the action taken by the Sarpy County Board of Equalization, an appeal may then be made to the State of Nebraska's Tax Equalization and Review Commission (TERC). Forms can be obtained by calling their office at 402-471-2842 or visit their website at www.terc.ne.gov. To appeal to the Tax Equalization and Review Commission, you must have filed a protest with the Sarpy County Board of Equalization between August 6 and September 5 by delivery or postmarked on or before September 5.

For additional information, please visit our website at www.sarpy.com/boe or call 402-593-4433 or 402-593-4155