



**BUCKS COUNTY PROPERTY ASSESSMENT APPEAL
COMMERCIAL/INDUSTRIAL/VACANT LAND**

FOR OFFICIAL USE ONLY
ANNUAL appeal _____
INTERIM appeal _____

*** A non-refundable \$250.00 filing fee must be submitted with an annual or interim appeal application for each parcel. Do not send cash through the mail. Make check payable to: Bucks County Board of Assessment. No facsimiles will be accepted.**

Complete one form for each parcel. Application with required applicable documents must be returned and on file in the office of the Bucks County Board of Assessment Appeals, **or postmarked on or before August 1, 2023 for annual appeals, or as of the date printed on your recent assessment revision notice for interim appeals (if applicable).** This form and filing fee must be returned before a hearing will be scheduled.

Incomplete, altered, or illegible forms will be rejected. Please read complete instructions prior to submission.

Tax Parcel No. _____ Municipality _____

Owner(s) of Record _____

Mailing Address ** _____

Property Address _____

Current Assessment _____ Date Purchased _____ Purchase Price \$ _____

Additional Improvement or Renovation Cost \$ _____

Property Type: Commercial () Office () Industrial ()

Apartment Complex () Owner Occupied () Tenant Occupied ()

Gross Sq. Ft.: _____ Leasable Sq. Ft.: _____

Lease/Annual Rent 100%: _____

Lease Type: Net _____ Gross _____

Owner's Opinion of Market Value \$ _____

Reason for Appeal: _____

Appeal Hearing Options (Check one only)

Option 1. I/We hereby request the Board of Assessment Appeals to **review** the information submitted on or with this appeal form in lieu of a scheduled formal hearing. It is to be understood that the same consideration will be applicable to my/our assessment appeal as that of a personal appearance appeal. **All documentation and evidence of market value must be submitted at time of filing application. Settlement sheets cannot be the only source of evidence.**

Yes _____

Option 2. I/We hereby desire a **hearing** and consent to be heard by a member of the Board of Assessment. **Please submit any appraisals, income, and expense statements, rent rolls (where applicable) and other supporting information at least ten (10) days prior to a scheduled hearing date.**

Yes _____

ALL DOCUMENTATION OF MARKET VALUE MUST BE SUBMITTED WITH THIS FORM TO SUPPORT YOUR POSITION!

Certificate of Appeal

I/We hereby declare my/our intention to appeal the assessment described above by the hearing option indicated. I/we do hereby certify that the foregoing statements made by me/us in connection herewith are true and correct and that this appeal is made in good faith and in compliance with the provisions of the Act of Assembly pertaining thereto.

**** I confirm that the above noted mailing address is to be used for all future notices and correspondence from BOA.**

Owner's Signature _____ Date _____

Owner's Signature _____ Date _____

Daytime Phone No. _____ Other Phone _____

If an Attorney is representing you the Verification of Authorized Attorney MUST be completed.

The aggrieved party of record must execute this assessment appeal form. Separate forms must be submitted for each parcel. **Aggrieved party and authorized attorney, if applicable, must inform in writing of the dates not available to appear for hearing at time of filing. No postponements will be granted.**

The aggrieved party, or authorized Attorney, must be present at the hearing, unless appropriate waiver is requested. Failure of the aggrieved party or authorized attorney who fails to appear for the hearing at the time fixed shall be conclusively presumed to have abandoned the appeal unless the hearing date is rescheduled by the mutual consent of the appellant and the Board. The filing fee will not be returned.

This section must be completed only if an Attorney will represent you.

Only Attorneys-at-law licensed to practice in the Commonwealth of Pennsylvania may represent aggrieved parties at the appeal hearings before the Board

Verification of Authorized Attorney

I/We hereby verify, affirm, and swear that I am the duly authorized attorney for the owner(s) of this parcel being appealed and that I am authorized to file the Notice of Intention to Appeal Property Assessment of said property before the Bucks County Board of Assessment Appeals. I verify, affirm, and swear that the statements made herein and in the Notice of Intention to Appeal are subject to penalties of 18 PA C.S.A. Sec. 4903 and 4904 relating to false swearing and unsworn falsification to authorities.

Signed _____ I.D. No. _____ Date _____
(Authorized Attorney)

Print Name of Attorney _____

Phone Number of Attorney _____

Address of Attorney _____

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Bucks County Board of Assessment Appeals

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Doylestown, PA 18901

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