



TOWN OF Ogden

Assessor's Office
269 Ogden Center Road, Spencerport, NY 14559-2076
Assessor's Office (585) 617-6107 – (585) 352-4590 FAX

2019 – HOW TO REQUEST AN INFORMAL ASSESSMENT REVIEW:

If you feel that your assessment is not an accurate representation of the **current market value** of your property, you may proceed with the informal assessment review process.

You must complete the 2019 Request for Residential Informal Assessment Review form to the best of your ability. Some items/questions may not be applicable to your property and may be ignored.

SUBMIT DOCUMENTATION – NO APPOINTMENT OR APPEARANCE IS REQUIRED:

- a. Submit the request form AND supporting documentation (see note below) to the Assessor's Office by April 5, 2019.
- b. The information that you submit will be reviewed thoroughly.
- c. A notice of the determination of value (decrease or no change) will be mailed in early May (2019 Assessment Notification notice).
- d. If you agree with the determination: no further action is required on your part.
- e. If you disagree with the determination: you may contest your assessment with the Board of Assessment Review (May 28, 2019). Information and forms for the formal Board of Assessment Review may be found on our website under Assessment Review.

NOTE: Some examples of supporting documentation include, but are not limited to, the following: Residential Real Estate (or bank) Appraisal (Certified Real Estate Appraiser), Realtor CMA (Comparative Market Analysis), Comparable Sales or Listings, Photos, etc.

If you feel that it is necessary to meet with the Assessor or his representative, in person, please call the office by April 5, 2019 at 585-617-6107 to schedule an appointment. You will still need to complete the 2019 Request for Residential Informal Assessment Review form and submit supporting documentation.