

**BOARD OF ASSESSMENT REVIEW (BAR) INSTRUCTIONS FOR
THE 2014 ROLL-HEARINGS SET FOR May 28th at 10AM-NOON
and 6-8PM**

- APPLICATIONS AVAILABLE AT THE ASSESSOR'S OFFICE BEGINNING MAY 5th OR PRINT FROM CITY WEB SITE AT www.ci.tonawanda.ny.us, THEN GO TO ASSESSOR'S PAGE.
- TO SCHEDULE A HEARING, PLEASE CALL ASSESSOR'S OFFICE AT 695-8639, AFTER MAY 5th.
- IF A NON - HEARING IS REQUESTED, YOUR APPLICATION MUST BE ON FILE BY MAY 28th AT 8 PM.

FOR COMMERCIAL / VACANT LAND CHALLENGES

- 1) COMPLETE FORM RP-524 (3/09)-INSTRUCTIONS TO COMPLETE INCLUDED IN FORM RP-524-Ins (3/09)

NUMBERS 2&3 BELOW ARE NOT MANDATORY, BUT IF COMPLETED WILL ASSIST THE BOARD IN EVALUATING YOUR PROPERTY

- 2) SUPPLY DOCUMENTS AND COMPLETE "COMMERCIAL PROPERTY QUESTIONNAIRE"
- 3) FILL IN FORM TITLED "BOARD OF ASSESSMENT REVIEW – COMMERCIAL/VACANT LAND APPLICATION 2014"-ALONG WITH SECTION 2 COMPARABLES USED

FOR RESIDENTIAL CHALLENGES

- 1) COMPLETE FORM RP-524 (3/09)-INSTRUCTIONS TO COMPLETE INCLUDED IN FORM RP-524-Ins (3/09).

NUMBER 2 BELOW IS NOT MANDATORY, BUT IF COMPLETED WILL ASSIST THE BOARD IN EVALUATING YOUR PROPERTY

- 2) FILL IN FORM TITLED "BOARD OF ASSESSMENT REVIEW APPLICATION 2014"-ALONG WITH SECTION 2 - COMPARABLES USED.