



CITY OF SALEM  
REAL ESTATE DEPARTMENT  
114 N. BROAD STREET, SALEM, VIRGINIA 24153  
PHONE: (540) 375-3058

**APPLICATION FOR REVIEW OF ASSESSMENT**

I REQUEST A REVIEW OF THE PROPOSED VALUE CHANGE FOR MY PROPERTY  
(A SEPARATE FORM MUST BE FILED FOR EACH PROPERTY)

TAX MAP NUMBER: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

MAILING ADDRESS  
OF OWNER: \_\_\_\_\_

CITY / STATE / ZIP \_\_\_\_\_

REASON FOR THE REQUEST FOR REVIEW  
(CHECK ALL THAT APPLY)

A: \_\_\_\_\_ I FEEL THAT MY PROPERTY IS APPRAISED AT MORE \_\_\_\_\_ OR LESS  
THAN 100% OF FAIR MARKET VALUE. GIVE YOUR ESTIMATE OF FAIR  
MARKET VALUE:

LAND: \_\_\_\_\_ BUILDINGS: \_\_\_\_\_ TOTAL: \_\_\_\_\_

B: \_\_\_\_\_ I FEEL THAT MY PROPERTY IS APPRAISED AT A HIGHER VALUE THAN  
SIMILAR PROPERTIES SURROUNDING MY OWN. (LIST PROPERTIES YOU  
FEEL ARE SIMILAR TO YOURS BUT NOT EQUITABLY APPRAISED)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

C: \_\_\_\_\_ I FEEL THAT MY PROPERTY IS AFFECTED BY AN UNUSUAL OR NEGATIVE  
CONDITION THAT MAY NOT BE VISIBLE WITH AN EXTERIOR INSPECTION.  
(DESCRIBE THE CONDITION THAT AFFECTS VALUE)

\_\_\_\_\_  
\_\_\_\_\_

**NOTE: PLEASE ATTACH ALL SUPPORTING DOCUMENTS TO THIS APPEAL FOR  
CONSIDERATION WITH THE REVIEW OF THIS ASSESSMENT.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Signature of Owner or Agent

## **FOR REAL ESTATE OFFICE USE ONLY**

## APPRAISER NOTES:

CURRENT ASSESSMENT: LAND: \_\_\_\_\_ BLGS: \_\_\_\_\_ TOTAL: \_\_\_\_\_

PROPOSED ASSESSMENT CHANGE (IF ANY)      LAND: \_\_\_\_\_      BLGS: \_\_\_\_\_      TOTAL: \_\_\_\_\_

**APPRAISER'S RECOMMENDATIONS OR COMMENTS**  
**(CHECK ALL THAT APPLY)**

- \_\_\_\_\_ TAXPAYER WAS SATISFIED AFTER OFFICE VISIT OR PHONE CONVERSATION AND REQUIRES NO FURTHER ACTION
- \_\_\_\_\_ TAXPAYER REQUESTED A PERSONAL VISIT TO INSPECT THE HOME
- \_\_\_\_\_ TAXPAYER WAS STILL DISSATISFIED AND RECOMMENDED TO THE BOARD OF EQUALIZATION
- \_\_\_\_\_ CHANGE WAS MADE TO CORRECT ANY CHANGE IN INFORMATION
- \_\_\_\_\_ CHANGE WAS MADE AFTER PERSONAL VISIT TO THE PROPERTY BY AN APPRAISER IN THIS OFFICE
- \_\_\_\_\_ TAXPAYER WAS MADE AWARE OF TAX RELIEF PROGRAMS IN THE CITY
- \_\_\_\_\_ NOTICE OF ANY CHANGES OR NO CHANGE WAS SENT TO THE TAXPAYER AFTER PHYSICAL REVIEW OR AT TAXPAYER'S REQUEST

**DATE OF REVIEW**

APPRAISER

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APPROVED BY