



Office of Tom J. Bordonaro, Jr., County Assessor

1055 Monterey Street, Suite D360, San Luis Obispo, CA 93408
(805) 781-5643 Fax: (805) 781-5641 Website: slocounty.ca.gov/assessor

Assessor's use only:

Business Property Assessment Review Request

ASSESSMENT NO. \_\_\_\_\_ FEE PARCEL NO. \_\_\_\_\_
ASSESSEE NAME: \_\_\_\_\_
ASSESSEE ADDRESS: \_\_\_\_\_
PHONE NUMBER: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

GENERATED FROM:
COUNTER [ ]
TELEPHONE [ ]
LETTERS [ ]
ACCEPTED BY: \_\_\_\_\_

The Assessor may only consider facts regarding the value of the property. You must support the facts with official business records such as copies of Internal Revenue Service Income Tax Return Depreciation Schedules, purchase invoices, comparable sales, lease agreements and/or sales agreements. Based on Revenue and Taxation Code 402.5, if you are submitting comparable sales of business property, those sales cannot occur more than 90 days after the lien date which for the regular assessment is January 1. In this case, sales data cannot occur after March 31 of the given year. In order to proceed with a review of this assessment, supporting documentation must be attached to this form.

I hereby request the County Assessor review the valuation/ownership of the above noted property. Reasons for my request are as follows:

ASSESSEE'S OPINION OF VALUE: \$ \_\_\_\_\_ Have you filed an appeal with the Clerk of the Board?
YES [ ] NO [ ]

ASSESSEE'S STATEMENT OF FACTS: (Please print or type):
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

NOTE TO ASSESSEE: It is the intent of the Assessor to fully review the valuation of the property and notify you of the results within 45 to 60 days (increase, decrease, or no change). You may also have the right to file a formal "Application for Changed Assessment" with the County Clerk of the Board. For the annual assessment roll, the filing period is between July 2nd and September 15th of each year. For "Supplemental Assessments" and revisions to the annual roll, you have 60 days to file after the mailing date of the supplemental or revision notice.

YOUR PROPERTY TAXES ARE STILL DUE BY THE DELINQUENT DATE PRINTED ON THE BILL. THE FILING OF AN ASSESSMENT REVIEW OR AN ASSESSMENT APPEAL DOES NOT ALTER OR DELAY THE DATE TAXES ARE DUE. INTEREST AND PENALTIES WILL BE ADDED TO THE AMOUNT YOU OWE IF YOUR PAYMENT IS LATE.

I have read and understand the statement above. I further understand the Assessor's staff may need to inspect the property, including the interior of said property. (The Assessor will call to setup an appointment.)

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_
SIGNATURE: \_\_\_\_\_ TITLE (Owner, Agent, etc.) \_\_\_\_\_

ASSESSOR'S USE ONLY

ASSIGNED CODE: \_\_\_\_\_ [ ] ADDITIONAL INFO REQUIRED BY: \_\_\_\_/\_\_\_\_/\_\_\_\_ [ ] ADVISED OF RESULTS: \_\_\_\_\_
EFF. DATE: \_\_\_\_\_
ASSIGNED CODE: \_\_\_\_\_ [ ] NO ACTION REQUIRED/NO NEW INFO [ ] REFERRED ASSESSEE TO: \_\_\_\_\_
EFF. DATE: \_\_\_\_\_ (DEPT.)
ASSIGNED TO: \_\_\_\_\_ [ ] ACTION REQUIRED/ADDITIONAL INFO PROVIDED [ ] OTHER, SEE REPORT

