



Deanna Walter
CHELAN COUNTY ASSESSOR

350 Orondo Ave, Suite 6

Wenatchee, WA 98801-2885

PHONE: 509-667-6365 FAX: 509-667-6664

WEBSITE: <http://www.co.chelan.wa.us/assessor>

Dear Taxpayer,

In an attempt to ensure that our office is assessing the value of all taxable real and personal property on a fair and equitable basis we have implemented a new process to help better serve our taxpayers. We are now offering the opportunity for taxpayers to request a property valuation review, where we look at property details at any time during the year.

Enclosed please find a Request for Property Valuation Review form. This simple form can be filled out by the taxpayer and delivered to the Assessor's Office for review. When submitting the form it is recommended that the taxpayer include any supporting documents that may result in a change of property details or value.

The decision will be made based on information that the taxpayer has supplied and physical verification of property changes. Our goal is to answer every request for review in a timely manner. Because this is not a formal appeal to the Board of Equalization there is no other recourse after this, so, please include anything pertinent to your situation. Please be advised that the filing of a request for a property valuation review may not result in a change in value.

If you have any questions or need assistance with your request, please call Wes Cornelius at 509-667-6336 or wesley.cornelius@co.chelan.wa.us.

Thank you,

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REQUEST FOR PROPERTY VALUATION REVIEW

I, _____, request a review of value on my property
located at: _____
Property ID or Parcel Number: _____
Contact Phone: _____ Email: _____

Description of Property:

Land: _____

Structures and other improvements:

Year Built: _____ When was roof last replaced? _____ Windows? _____
Has the siding been painted or replaced? _____ Year work completed: _____
Approximate square feet of above grade living space: _____ Basement: _____
Finished Basement Area: _____

Other factors to be considered in the valuation of your property:

Please attach any documentation you may have that supports a different opinion of value.

I, the undersigned, understand the following:

- A) This request may require an additional property inspection as determined by the Assessor.
- B) This request for a property valuation review is not a formal appeal. The deadline for filing appeals for assessment year 2016 has passed.
- C) The filing of this **Request for Property Valuation Review** may not result in a change of value.

Signature: _____ Date: _____