

**SULLIVAN COUNTY**  
**COMMERCIAL / INDUSTRIAL**  
**ASSESSMENT APPEAL**

Under the provision of law any person\* aggrieved by any assessment desiring to appeal shall file a statement, in writing, with the Board of Assessment Appeals on or before September 1st. Such statement shall designate the assessment appealed from and the address to which the Board shall mail notice of when and where to appear for a hearing. NO APPEAL SHALL BE HEARD BY THE BOARD UNLESS APPELLANT SHALL FIRST HAVE FILED THE APPEAL AND REQUIRED DOCUMENTS ON OR BEFORE SEPTEMBER 1st, AS SET FORTH BY LAW. (\*) includes taxing district

**ALL QUESTIONS MUST BE ANSWERED TO QUALIFY FOR HEARING**

PLEASE TYPE OR PRINT:

OWNER (S) NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TAX PARCEL #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
DISTRICT MAP PARCEL SUFFIX

PROPERTY TYPE: CHECK AND COMPLETE PROPER CLASSIFICATION

\_\_\_\_\_ COMMERCIAL: USE \_\_\_\_\_ YEAR BUILT \_\_\_\_\_  
GROSS SQ. FT. \_\_\_\_\_ SQ FT RENTABLE AREA \_\_\_\_\_ OCCUPIED \_\_\_\_\_  
TENANT OCCUPIED \_\_\_\_\_ IF LEASED: ANNUAL RENT IF 100% OCCUPIED \_\_\_\_\_  
**ATTACH LAST 3 YEARS INCOME & EXPENSE STATEMENTS**

\_\_\_\_\_ APARTMENTS: NO OF UNITS \_\_\_\_\_ 100% GROSS ANNUAL RENT \_\_\_\_\_ YEAR BUILT \_\_\_\_\_  
**ATTACH LAST 3 YEARS INCOME & EXPENSE STATEMENTS**

\_\_\_\_\_ OFFICE BUILDING: GROSS SQ. FT. \_\_\_\_\_ SQ FT RENTABLE AREA \_\_\_\_\_ YEAR BUILT \_\_\_\_\_  
OWNER OCCUPIED \_\_\_\_\_ TENANT OCCUPIED \_\_\_\_\_ IF LEASED: 100% GROSS ANNUAL RENT \_\_\_\_\_  
**ATTACH LAST 3 YEARS INCOME & EXPENSE STATEMENTS**

\_\_\_\_\_ OTHER: USE \_\_\_\_\_ YEAR BUILT \_\_\_\_\_  
GROSS SQ. FT.: \_\_\_\_\_ OWNER OCCUPIED \_\_\_\_\_ TENANT OCCUPIED \_\_\_\_\_ IF LEASED: 100% GROSS  
ANNUAL RENT \_\_\_\_\_  
**ATTACH LAST 3 YEARS INCOME & EXPENSE STATEMENTS**

LOT SIZE OR ACREAGE \_\_\_\_\_ DATE PURCHASED \_\_\_\_/\_\_\_\_/\_\_\_\_ PURCHASE PRICE \_\_\_\_\_

ADDITIONAL IMPROVEMENT COST: \_\_\_\_\_ ASSESSMENT APPEALED: \_\_\_\_\_

OWNER'S OPINION OF MARKET VALUE: \_\_\_\_\_

BASIS FOR APPEAL: \_\_\_\_\_

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

**CERTIFICATE OF APPEAL**

I/WE HEREBY DECLARE MY/OUR INTENTION TO APPEAL FROM THE ASSESSED VALUATION OF THE PROPERTY DESCRIBED ABOVE AND DO HEREBY VERIFY THAT THE STATEMENTS MADE IN THIS APPEAL ARE TRUE AND CORRECT. I/WE UNDERSTAND THAT FALSE STATEMENTS HEREIN ARE MADE SUBJECT TO THE PENALTIES OF 18 PA CS SECTION 4904, RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES.

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
OWNER (S) OF RECORD

PHONE #: (HOME) \_\_\_\_\_

(DAY/OFFICE) \_\_\_\_\_

ALL NOTICE OF PROCEEDINGS WILL BE MAILED TO THE OWNER (S) OF RECORD AND SUCH OTHER AS IDENTIFIED BELOW:

NAME: \_\_\_\_\_

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

\_\_\_\_\_