

## Is Your Property Assessment Too High?

If you feel that your property has been assessed too high, you soon will have the opportunity to meet with your assessor to discuss having it lowered.

Please read the information provided below for more details on this important issue.

### GENERAL PROPERTY TAX ASSESSMENT INFORMATION

#### AUGUST 1<sup>ST</sup>

By August 1<sup>st</sup> of each year, assessors are required by law to establish their *proposed* assessed values on all property for the coming tax year.

#### PROPERTY ASSESSMENT ROLLS/BOOKS OPEN FOR PUBLIC REVIEW

**ORLEANS PARISH:** by law, the Orleans Parish assessor must open the assessment rolls/books for public inspection from August 1<sup>st</sup> through August 15<sup>th</sup> of each year.

**JEFFERSON AND ALL OTHER PARISHES:** by law, all other parish assessors must open their assessment rolls/books for public inspection for a period of 15 days, beginning no later than August 15<sup>th</sup> and ending no later than September 15<sup>th</sup> of each year. Typically, the assessment rolls/books for Jefferson Parish are opened sometime during the last week of August *but this is not guaranteed and is subject to change*. You can call the Jefferson Parish assessor's office sometime in July to find out the exact dates the rolls/books will be opened for that year.

#### REVIEWING YOUR PROPERTY'S ASSESSMENT WITH YOUR ASSESSOR

During the time when the property assessment rolls/books are open for public inspection, a property owner who feels his property has been assessed too high can meet with their assessor to discuss the assessment on their property. Based on evidence provided by the property owner, the assessor may or may not lower the assessed value assigned to the property. A property owner trying to get their assessment lowered should provide their assessor with documentation which supports a lowering of the assessed value. Supporting documentation could consist of recent sales of comparable property in the immediate area or, better yet, a recent appraisal of the property.

#### CONTESTING/APPEALING YOUR PROPERTY ASSESSMENT

If, after meeting with your assessor there is still a disagreement regarding your property's assessment, and you wish to protest the value, you must at that time fill out a form "Notice of Appeal Request For Board of Review" (Form 3101), and schedule an appearance before the parish Board of Review for hearing(s) held for this purpose. The date(s) of hearing(s) of the Board of Review in your parish will also be published by the assessor(s) in the local newspaper.

The Board of Review office in your parish will determine if any changes should be made to the assessment values in question. If either the assessor or the taxpayer is not satisfied with the determination of the Board of Review, either may obtain from the Board, an Appeal Form (Form 3103.A) for further review of your property assessment by the Louisiana Tax Commission. The Louisiana Tax Commission will consider any and all appeals timely filed in hearings that are open to the public.

Those considering appeals are encouraged to consult with the assessor, parish board of review and the Louisiana Tax Commission for specific procedures, dates, times and places of all hearings.

#### IMPORTANT TELEPHONE NUMBERS

ORLEANS PARISH TAX ASSESSOR  
(504) 658-1300

JEFFERSON PARISH TAX ASSESSOR  
(504) 362-4100 or (504) 736-6370

LA. TAX COMMISSION  
(225)925-7830