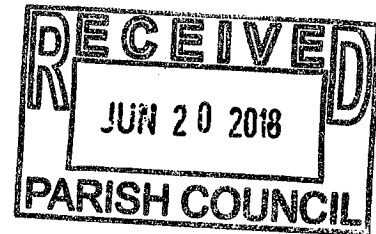




ST. CHARLES PARISH ASSESSOR'S OFFICE

Tab Troxler, Assessor

June 20, 2018



Councilman Dick Gibbs
Chairman
St. Charles Parish Council
Post Office Box 302
Hahnville, LA 70057

RE: 2018 Board of Review

Dear Chairman Gibbs,

I am writing to advise that the Assessor's Office has set the following dates to complete the 2018 Annual Board of Review process. From August 15, 2018 through August 29, 2018 the tax roll will be available for public review and inspection in the Assessor's Office. The regular office hours have been extended from 8:00 a.m. to 6:00 p.m., Monday – Friday for this period. In addition, my office will be available for after-hours appointments as needed. The tax roll will be certified to the Board of Review on August 31, 2018.

I am hereby requesting that the Parish Council sit as the Board of Review at its September 17, 2018 meeting. Appeals to the Board of Review must be filed no later than 4:00 p.m., Monday, September 10, 2018 in the Parish Council Office.

Attached is Louisiana Tax Commission Form 3101 which must be used by any taxpayer filing an appeal to the Board of Review.

Should you have any questions or need any further information please feel free to contact me.

Sincerely,

Tab Troxler
Assessor

Form 3101
Exhibit A
Appeal to Board of Review
by Taxpayer
For Real and Personal Property

Name: _____ Parish/District: _____

Taxpayer

Address: _____ City, State, Zip: _____

Ward: _____ Assessment/Tax Bill Number: _____ Appeal No. _____

(Attach copy of complete appeal submitted to the Board of Review)

Board of Review

Address or Legal Description of Property Being Appealed (**Also, please identify building by place of business for convenience of appraisal**) _____

I hereby request the review of the assessment of the above described property pursuant to L.R.S. 47:1992. I timely filed my reports (if personal property) as required by law, and I have reviewed my assessment with my assessor.

The assessor has determined Fair Market Value of this property at:

Land \$ _____ Improvement \$ _____ *Personal Property \$ _____

Total \$ _____

I am requesting that the Fair Market Value of this property be fixed at:

Land \$ _____ Improvement \$ _____ *Personal Property \$ _____

Total \$ _____

*If you are not appealing personal property, leave this section blank.

I understand that property is assessed at a percentage of fair market value which means the price for the property which would be agreed upon between a willing and informed buyer and a willing and informed seller under usual and ordinary circumstances, the highest price the property would bring on the open market if exposed for sale for a reasonable time. I understand that I must provide the Board of Review with evidence of fair market value to support my claim.

Please notify me of the date, place and time of my appeal at the address shown below.

NOTE: If appellant disputes Board of Review's decision, appellant may appeal to Louisiana Tax Commission by completing and submitting Appeal Form 3103.A to LTC within 10 business days after certified mail delivery to the appealing taxpayer or assessor of BOR's written determination. For further information, call LTC at (225) 219-0339

Appellant: _____

Address: _____

Telephone No.: _____