CITY OF DETROIT
FINANCE DEPARTMENT
ASSESSMENTS DIVISION

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December 7, 2016

RE: Multiple Parcel Appeals

Dear Taxpayer/Agent:

The City of Detroit has experienced an ever increasing number of appeals to the Board of Review. Unfortunately, the calendar cannot be expanded to accommodate the additional inflow. Consequently, other accommodations must be made.

To service the City's taxpayers more efficiently we have initiated a process which will be required in situations involving multiple appeals. If you are filing appeals concerning more than 10 parcels, the following will be the ONLY manner in which you may present your appeals.

ALL appeals must be filed in a timely manner at the Assessor's Review during January 25, 2017-February 18, 2017, as required by the City of Detroit Ordinance Chapter 18 Finance and Taxation Division 1 Section 18-9-3.

Appeal evidence requirements and appeal forms will be available on the City of Detroit website by January 9, 2017, or may be emailed to an interested party upon request. Please be prepared to provide supporting evidence and/or photographs for each parcel being appealed in order for the Board of Review to make an informed and appropriate determination.

City ordinance prescribes that only the taxpayer of record or an authorized agent may file an appeal, commencing with the Assessor's Review in February. Persons acting as the authorized agent for the taxpayer of record must submit a completed "Letter of Authorization", as prescribed by the City of Detroit. No appeals will be considered that do not meet these essential requirements.

Your assistance and cooperation will greatly affect our ability to respond to the Detroit taxpayers request for review. Any questions may be directed to Cynthia Burton at 224-3990 or by email at AssessorsSpecialProcessing@detroitmi.gov.

Detroit Board of Assessors