

Appeal Date: \_\_\_\_\_

Received by: \_\_\_\_\_

Time: \_\_\_\_\_

Code# \_\_\_\_\_

Payment \_\_\_\_\_

### MONROE COUNTY BOARD OF ASSESSMENT REVISION

Administration Center 1 Quaker Plaza Room #102  
Stroudsburg, PA 18360-2171  
570-517-3133

#### 2024 COMMERCIAL APPEAL

**Please Note: There is a \$50.00 filing fee per parcel for Commercial Appeals.**

NOTE: This form must be completed in full to constitute a valid appeal. It must be signed by the property owner or his/her attorney in blue ink to constitute a valid appeal and must be received by the Board of Assessment Revision on/or before **August 1, 2023 for the 2024 tax year**. Appeals sent by mail that are postmarked before the filing date but not received until after the filing date, will be rejected as untimely filed. Under the provisions of the law, any person aggrieved by any assessment and desiring to appeal shall file an Appeal Form with the Monroe County Board of Revision. Such Appeal form shall designate the assessment appealed 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 the appellant shall first have timely filed the appeal form and the required documents as set forth by law. This includes taxing districts. **No facsimiles or E-mails will be accepted.**

Record owner(s) name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Property Identification # (14 digits) \_\_\_\_\_

Parcel # \_\_\_\_\_

Assessment Appealed: Land - \_\_\_\_\_ Building- \_\_\_\_\_ Total- \_\_\_\_\_

Acreage- \_\_\_\_\_ Building Use- \_\_\_\_\_

Type of Business- \_\_\_\_\_

Opinion of Value- \_\_\_\_\_

Date Purchased- \_\_\_\_\_ Purchase Price- \_\_\_\_\_

Reason for filing Appeal: \_\_\_\_\_

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Mortgage Information

Amount Financed:

1<sup>st</sup> Loan- \_\_\_\_\_ 2<sup>nd</sup> Loan- \_\_\_\_\_ 3<sup>rd</sup> Loan- \_\_\_\_\_

Term- \_\_\_\_\_ Rate of Financing- \_\_\_\_\_

Number of Units:

Rent per Unit:

1 Bedroom - \_\_\_\_\_ \$ \_\_\_\_\_

2 Bedroom - \_\_\_\_\_ \$ \_\_\_\_\_

3 Bedroom - \_\_\_\_\_ \$ \_\_\_\_\_

4 Bedroom - \_\_\_\_\_ \$ \_\_\_\_\_

Appellant must complete 3 years income and expense form on page three of appeal application as part of the commercial appeal. Attach any additional information necessary for this appeal. Appraisals should be submitted to the Board no later than ten (10) working days prior to the scheduled appeal date.

I/we hereby declare my/our intentions to appeal the assessed value 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 subject to the penalties of 18 Pa. CS Section 4904, relating to unsworn falsifications to authorities. Please sign in blue ink.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Owner(s) of record \_\_\_\_\_ Phone # \_\_\_\_\_

**COMPLETE THIS SECTION ONLY IF AN ATTORNEY IS REPRESENTING YOU.**

**ONLY ATTORNEYS-AT-LAW LICENSED TO PRACTICE IN THE COMMONWEALTH OF PENNSYLVANIA MAY REPRESENT AGGRIEVED PARTIES AT THE APPEAL HEARINGS BEFORE THE BOARD.**

Signature of Attorney \_\_\_\_\_

Print Name of Attorney \_\_\_\_\_

Address of Attorney \_\_\_\_\_  
\_\_\_\_\_

Phone Number of Attorney \_\_\_\_\_

Tax Parcel # \_\_\_\_\_



**\*\*\*Do Not Write Below This Line\*\*\***

Tax Parcel # \_\_\_\_\_

Date of Decision \_\_\_\_\_

Disposition of Appeal \_\_\_\_\_

Current Value:            YEAR \_\_\_\_\_

Adjusted Value:            YEAR \_\_\_\_\_

Land: \_\_\_\_\_

Land: \_\_\_\_\_

Building: \_\_\_\_\_

Building: \_\_\_\_\_

Total: \_\_\_\_\_

Total: \_\_\_\_\_