**HOW TO APPEAL YOUR PROPERTY VALUATION**

On August 2, 2023, the Board of Selectmen set the tax commitment for FY24 and established a tax rate of $6.25. Any property owner who believes that the value assigned to a property is wrong or unfair, may file an appeal to the Town for an abatement of taxes. State law provides 185 days from the day the Selectmen set the tax commitment for a property owner to appeal. That period of time will expire on **February 5, 2024.**  All appeals must be received by the Town Assessor’s Office by that date.

The process for filing an appeal is as follows:

The first step is to appeal directly to the Assessor’s office. Complete the form entitled; “Kennebunkport Assessors Office Application for Abatement of Property Taxes” and submit this form to the Assessor’s office. By state law the Assessor must respond to the request within 60 days or the request is “deemed denied”, unless the Assessor requests an extension of time to review the Application. After review, the Assessor’s Office will decide whether or not to adjust the value. The Assessor will then send the Applicant a letter with the decision that will be presented to the Board of Selectmen.

If after the Assessor’s decision the property owner still believes the value is wrong, the property owner may then appeal the Assessor’s decision to the Town’s Board of Assessment Review. The Board will conduct a formal hearing and will listen to arguments from both the person requesting the abatement and the Assessor’s office, and then render a decision.

The final appeal for those who do not agree with a decision of the Board of Assessment Review is to file in the York County Superior Court.

For questions regarding the application for abatement of taxes, or for additional information, call the Assessor’s office at 967-1603.

**KENNEBUNKPORT ASSESSOR’S OFFICE**

APPLICATION FOR ABATEMENT OF PROPERTY TAXES

(Pursuant to Title 36 M.R.S.A. § 841)

1. NAME OF APPLICANT:
2. ADDRESS OF APPLICANT:
3. TELEPHONE NUMBER:
4. STREET ADDRESS OF PROPERTY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ­­­­­­­­­­­­­­­
5. MAP/BLOCK/LOT: \_\_\_\_\_\_\_\_\_\_\_\_\_
6. ASSESSED VALUATION: (a) LAND: $

(b) BUILDING: $

(c) TOTAL: $

1. OWNER’S OPINION OF CURRENT VALUE: (a) LAND: $

(b) BUILDING: $

(c) TOTAL: $

1. ABATEMENT REQUESTED (VALUATION AMOUNT):

1. TAX YEAR FOR WHICH ABATEMENT REQUESTED:
2. AMOUNT OF ANY ABATEMENT(S) PREVIOUSLY GRANTED BY THE ASSESSOR FOR

THE ASSESSMENT IN QUESTION:

11. REASONS FOR REQUESTING ABATEMENT. PLEASE BE SPECIFIC, STATING GROUNDS FOR BELIEF THAT PROPERTY IS “OVER-VALUED” FOR ASSESSMENT PURPOSES. ATTACH EXTRA SHEETS IF NECESSARY. Please submit any documentation available to support your claim.

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

The above statements are correct to the best of my knowledge and belief.

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

Date Signature of Applicant

**THIS APPLICATION MUST BE SIGNED**

**A separate application form should be filed for each separately assessed parcel of real estate believed to be “over-valued.”**