

BOARD OF REVIEW

See Property Tax Administration Manual for Wisconsin Clerks.

The responsibilities are clearly defined, along with calendar of event relating to same.

Assessment & tax Rolls – See Property Tax Administration Manual for Wisconsin Clerks.

PROCEDURES

Board of Review adjourns as follows:

“Motion to adjourn upon the Clerks completion of mailing determinations by certified mail.”

If someone requests to meet with the Board prior to mailing and after Board has met, request must be honored.

Clerk must sign affidavit that determinations are now mailed.

I HEREBY WAIVE MY RIGHT TO A 48-HOUR NOTICE OF MY APPOINTMENT FOR THE BOARD OF REVIEW WITH THE CITY OF STOUGHTON, WISCONSIN TO BE HELD ON DAY, MONTH, YEAR.

SIGNATURE

ADDRESS

DATE

CURRENT “GUIDE FOR BOARD OF REVIEW MEMBERS” CAN BE FOUND AT THE WISCONSIN DEPARTMENT OF REVENUE WEBSITE:

<http://www.dor.state.wi.us/pubs/slf/pb056.pdf#search='Guide%20for%20Board%20of%20Review%20Members%20DOR'>