

**BOARD OF ASSESSMENT APPEALS  
TOWN OF MORRIS  
3 EAST STREET  
MORRIS, CT 06763**

**INSTRUCTIONS FOR APPLICATION TO THE BOARD OF ASSESSMENT APPEALS**

- All original, SIGNED applications must be filed in the Assessor's office, on or before end of business day, February 17, 2023.
- All applications must be filled out completely and signed by the owner or duly authorized agent. The application MUST include a daytime phone number and/or a home phone number.
- If you, as the owner, are sending an agent in your place, they must have some sort of documentation authorizing them to appear in your absence. Without documentation, the appeal will not be heard. The authorization must be signed by **at least** the owner. The agent must also have proper form of personal identification.
- Please attach any documentation you feel will assist the Board in making a decision on your appeal (3 copies preferable). Any documentation will become the property of the Board and will not be returned to you.
- **The Town of Morris Revaluation date was October 1, 2022.** All appraisals and documentation of value for Real Estate must relate to the October 1, 2022 time period. No appraisals will be accepted that refer to any other time period than October 1, 2022 revaluation period. All values are based on that time period and changes will not be made, up or down, because of any current market situation.
- The Board may require an inspection of the property before making any decision. If an inspection is refused, the decision of the Board will be an automatic denial. Please be reminded that if an inspection is done, a total re-evaluation of the property will be done in accordance with our October 1, 2022 revaluation. If the Board discovers a change not in favor of the homeowner, that change will be implemented for the 2022 Grand List in the same manner as it would if an error was found in your favor.
- If you are making a Business Personal Property appeal, this will be treated as an audit and an examination of your books may be required.

(continued on back)

- The Board cannot reduce the list of anyone who does not appear and offer or consent to be sworn in.
- The Board may elect not to conduct an appeal hearing for any commercial, industrial or public utility property with an assessment greater than \$500,000. The Board must notify the appellant not later than March 1, 2023 that they have elected not to conduct an appeal hearing.
- If you are not satisfied with the decision made by the Board, your next step is to appeal to the Superior Court. This appeal must be made **WITHIN TWO MONTHS** of the mailing of the notice by the Board of Assessment Appeals action.

**ANY QUESTIONS CAN BE DIRECTED TO THE ASSESSOR'S OFFICE  
(860) 567-6096**

Revised 01/19/2023

PLEASE FILE BY:  
February 20, 2020

TOWN OF MORRIS  
BOARD OF ASSESSMENT APPEALS  
APPLICATION

QUESTIONS PLEASE CALL  
ASSESSORS OFFICE AT  
(860) 567-6096



Pursuant to P.A. 95-283, of the State of Connecticut, an application All sections must be filled out completely for the application to be considered. The Board of Assessment Appeals does not have to give a hearing date to incomplete applications. Please type or print.

Applications May be sent to:  
3 East St  
Morris, CT 06763

**Application to Appeal**

<b>Property Owner</b>		Grand List of:	List No:
Name		<b>Property Description:</b>	
Address		Address :	
City/State/Zip		Map/Blk/Lot. :	
<b>Appellant:</b>		Property Type :	
Name			
Address			
City/State/Zip		<b>Reason for appeal:</b>	
<b>Correspondence &amp; Contact:</b>			
Name			
Address		<b>Appellant's estimate of value:</b>	
City/State/Zip			
Phone No.		<i>(attach documentation of value, if applicable)</i>	
Signature of Property Owner or duly authorized agent <i>(attach evidence of authorization)</i>		Date	
X			

-OTHER SIDE TO BE COMPLETED BY THE BOARD OF ASSESSMENT APPEALS-

## APPEAL SUMMARY

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## DECISIONS

NO CHANGE

CHANGE   
(if box is checked, please  
complete section below)

Assessments	<u>Grand List</u>	<u>Board of Assessment Appeals</u>
Land		
Building		
Personal Property		
Motor Vehicle		
<b>TOTAL</b>		

**Board of Assessment Appeals** (signatures)

X

X

X

Date of Board's Decision: