



## VILLAGE OF MENOMONEE FALLS

W156 N8480 Pilgrim Road • Menomonee Falls, WI 53051 • Telephone (262) 532-4220 • Fax (262) 532-4229

### INSTRUCTIONS FOR ASSESSMENT REVIEW

1. Complete the attached page and return it to the Assessor's Office at the above address or click the green submit button.  
Please retain a copy for your records.
2. Reviews are typically researched and processed during the months of March and May annually. A member of the Assessor's Office may contact you during this time frame to conduct an interior inspection of the property.
3. At the time your property is inspected, give the appraiser any information you have regarding the sale of the subject property, a recent listing of the subject property, similar properties which have sold recently, and a copy of any recent appraisals of your property (if available). Also be sure to point out any structural or mechanical defects that you believe will adversely affect the market value of your property.
4. After the review procedure is complete, you will receive a notice of determination. The notice will include a phone number and instructions on how to further appeal the assessment if you desire.
5. Please remember that only pertinent data relating to the market value of your property will be considered in the review process. "Taxes are too high", "Percentage of increase" are not relevant to the current market value of the property. If we may be of further assistance, please contact our office at 262-532-4220, Tuesday through Friday, 8:30 a.m. to 4:30 p.m.

Mark A. Link  
Village Assessor  
Tyler/CLT

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**Village of Menomonee Falls Request for Assessment Review – Assessment Year 2020**

1. Parcel/Tax ID# \_\_\_\_\_

2. Property Owner: \_\_\_\_\_

3. Property Address: \_\_\_\_\_

4. 2019 Property Assessment: LAND \_\_\_\_\_ BLDG \_\_\_\_\_ TOTL \_\_\_\_\_

5. Please explain why you think the assessed value is incorrect: \_\_\_\_\_

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

6. Purchase Price: \_\_\_\_\_ Date of Purchase: \_\_\_\_\_

7. Method of Purchase or Acquisition: Y / N  
A. Purchased on Open Market /  
B. Inheritance/Gift or Other Family /  
C. From Foreclosure /  
D. This was a Construction of New Home /

8. A. Have you improved, remodeled, added to, or changed this property since acquiring it? Y / N

B. Describe \_\_\_\_\_  
\_\_\_\_\_

C. When were the changes made? \_\_\_\_\_

D. What were the costs of the changes? \_\_\_\_\_

9. A. Have you listed the property for sale within the last 2 years? Y / N

B. If yes, when and for how long was the property listed? \_\_\_\_\_

C. What was the asking price? \_\_\_\_\_

10. A. Has an appraisal been performed within the last 2 years? Y / N

B. If yes, when and for what purpose? \_\_\_\_\_

C. What was the appraised value? \_\_\_\_\_

11. A. I believe the fair market value of the property to be as of January 1, 2020:

LAND: \_\_\_\_\_ BLDG: \_\_\_\_\_ TOTAL: \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_  
(Owner)

Best Time to Call \_\_\_\_\_