

WHAT TO KNOW ABOUT GRIEVANCE DAY

- Grievance Day is May 22th 2018(always the 4th Tuesday of May)
 - The Board of Assessment Review (a 5 member judiciary panel) will be hearing property complaints on Tuesday May 22, 2018 from 9AM to 8PM at the Glenville Town Hall at 18 Glenridge Rd for property owners in the town of Glenville and the village of Scotia.
 - If you would like to appear before the Board of Assessment Review, we recommend that you contact our office to reserve your time slot. If you arrive at town hall without an appt, we will make diligent efforts to accommodate, however you may have an extended wait time.
 - It is not necessary to appear in person in front of the Board of Assessment Review, as they will deliberate ALL complaints.
 - Property owners will be notified of the board's decision, in writing ("Notice of Determination"), prior to July 1st.
 - You must complete and sign form RP-524(Complaint on Real Property Assessment) and submit to the assessor's office with supporting evidence/documentation that supports your claim.
 - Supporting evidence/documentation may include listings of recent sales within your neighborhood, a recent appraisal of your property, a recent sale of your property, or information regarding comparable properties and their assessments. All documentation submitted is reviewed for accuracy and credibility, but it is important to keep in mind that a recent sale and or a recent appraisal does not guarantee a reduction.
 - You may submit the RP-524 form up to and including Grievance Day, or May 22nd, 2018. No grievance complaint forms will be accepted after that date. We ask that you submit your grievance complaint form well in advance of Grievance Day to allow for efficient scheduling and review.
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- Please contact the Town of Glenville Assessor's Office at 688-1200, option 6 for any other information.