

# Commercial/Industrial Assessment Appeal Form

## Knox County Board of Review

Docket No. \_\_\_\_\_  
(office use only)

Property Index No. \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owners Mailing Address: \_\_\_\_\_

Phone Number / Email address: \_\_\_\_\_

Address of property being appealed: \_\_\_\_\_  
(if different than owners address)

Attorney or Representative Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # / Email : \_\_\_\_\_

### **Current Assessed Value under appeal: (MUST BE COMPLETED)**

\_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_  
Lot Assessed Value                      Improvement Assessed Value                      Total Assessed Value

This appeal is based on (check one) \_\_\_ Equity (equal treatment) \_\_\_ Market Value \_\_\_ Appraisal  
(See Board of Review Rules & Procedures for Explanation)

If this appeal is based on Equity, you must complete a "comparables grid" provided with this appeal. If this appeal is based on Market Value, show a recent sale, current appraisal or 3 comparable properties (similar to the subject) that have recently sold. A detail description and assessment records of all parcels in Knox County are available in the Township Assessors offices or on line at [www.co.knox.il.us/dept/assessment-office](http://www.co.knox.il.us/dept/assessment-office).

### **Appellants request of Assessed Value: (MUST BE COMPLETED)**

\_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_  
Lot Assessed Value                      Improvement Assessed Value                      Total Assessed Value

\_\_\_\_\_  
Signature of Owner/ Agent

\_\_\_\_\_  
Date

*If other than owner, only owner's attorney or legal power may file on owners behalf.*

**MUST BE MARKED:** \_\_\_ OWNER \_\_\_ ATTORNEY \_\_\_ LEGAL POWER (Documentation must be attached)

Date Township Assessor Contacted: \_\_\_\_\_

Township Assessor's Signature: \_\_\_\_\_

Any questions, you may contact the County Assessor's Office at 309-345-3845 or the City of Galesburg Assessor's Office at 309-342-1106 or the North Townships Assessor's Office at 309-345-3631 or the South Townships Assessor's office at 309-345-3664.

# Board of Review

## Commercial/Industrial Comparison Grid

If subject is an income producing property - income statement ***MUST BE*** attached.

	Subject	Comparable #1	Comparable #2	Comparable #3
1	Permanent Index Number			
2	Street Address			
3	Proximity to Subject			
4	Type of Business			
5	Total Land Square Footage			
6	Structure Type/Style/Number of Stories			
7	Exterior Constuction			
8	Year Built			
9	Number Bathroom Fixtures			
10	Total Area SQ FT			
11	Foundation*(see below) & SQ FT			
12	Air Conditioning ( Y or N)			
13	Misc. SQ FT of ea.(outbuildings)			
14	Qualilty Grade			
15	Condition			
16	Date of Sale			
17	Sale Price			
18	Sale Price Per SQ FT (sale price divided by line 10)			
19	Land Lot Assessment			
20	Building Assessment			
21	Total Assessment			
22	Building Assesment Per SQ FT (line 20 divided by line 10)			

\* C=crawl; S=slab; B/F= finished basement B/U= unfinished basement

Comments: