

LACKAWANNA COUNTY BOARD OF ASSESSMENT APPEALS FORM  
JEFFERSON AVENUE ANNEX BUILDING  
135 JEFFERSON AVENUE, SCRANTON PA 18503  
WWW.LACKAWANNA-COUNTY.ORG

**RESIDENTIAL**  
**(UP TO 4 DWELLING UNITS)**  
**APPEAL FROM THE CERTIFIED ASSESSMENT FOR THE TAX YEAR 2017**

Record Owner (Name) \_\_\_\_\_

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

Name of Attorney (Only if representing you) \_\_\_\_\_

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

Property Location \_\_\_\_\_ Municipality \_\_\_\_\_

Pin Number or Map Number \_\_\_\_\_

Current Building and/or Land use \_\_\_\_\_

Date Purchased \_\_\_\_\_ Purchase Price \_\_\_\_\_

Current Assessment: Land \_\_\_\_\_ Improvements \_\_\_\_\_ TOTAL \_\_\_\_\_

Opinion of Market Value of Property (Required) \_\_\_\_\_

Reason for Filing the Appeal: \_\_\_\_\_

Was this Property ever appealed by the current owner? If yes what date \_\_\_\_\_

I/We hereby declare my/our intention to appeal from the assessed valuation of the property described and do hereby verify that the statements made in this appeal are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa. Cs4904, relating to unsworn falsification to authorities. Appellant acknowledges having read "Rules and Regulations of the Board dated January 3, 2002, as amended.

Signed \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Owners of Record

Phone: \_\_\_\_\_

(Daytime) \_\_\_\_\_

You may lose your right to appeal for the year if you do not appear at the scheduled Hearing Date given you. The Board of Appeals may act to **RAISE** or **LOWER** Assessments based on the evidence presented before it.

- 1. FORMS MUST BE RETURNED BY SEPTEMBER 1, 2016**
- 2. SUBMIT YOUR \$35 APPEAL FEE (Per Parcel) WITH FORM**
- 3. SUBMIT AN UP TO DATE PHOTO OF YOUR BUILDINGS WITH FORM**
- 4. ALL APPEAL FORMS MUST CONTAIN AN ORIGINAL SIGNATURE BY THE PROPERTY OWNER OR ATTORNEY. FACSIMILES ARE NOT ACCEPTED.**

**RESIDENTIAL FEE NOTICE**

**If you wish to appeal this assessment, please return your assessment notice or appeal form for your property along with a check or money order for \$35.00 made payable to  
LACKAWANNA COUNTY TREASURER.**

**DO NOT SEND CASH!**

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COMMERCIAL-INDUSTRIAL  
APPEAL FROM THE CERTIFIED ASSESSMENT FOR THE TAX YEAR 2017

Owner(s) Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Name of Attorney (Only if representing you) \_\_\_\_\_ Phone# \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Property Location \_\_\_\_\_ Municipality \_\_\_\_\_  
Pin Number or Map Number \_\_\_\_\_  
Date Purchased \_\_\_\_\_ Purchase Price \_\_\_\_\_  
Current Assessment: Land \_\_\_\_\_ Improvements \_\_\_\_\_ TOTAL \_\_\_\_\_  
Opinion of Fair Market Value of Property(Required) \_\_\_\_\_  
Reason for Filing the Appeal: \_\_\_\_\_

Property Type: Check and complete the proper classification  
\_\_\_\_\_ Commercial \_\_\_\_\_ Office \_\_\_\_\_ Industrial \_\_\_\_\_ Other

Use \_\_\_\_\_  
Gross Square Ft. \_\_\_\_\_ Square Ft. Rentable Area \_\_\_\_\_  
Owner Occupied \_\_\_\_\_ Tenant Occupied \_\_\_\_\_  
If Leased :Annual Rent \_\_\_\_\_ Date Constructed \_\_\_\_\_  
Total Square Ft. \_\_\_\_\_ Sq.Ft. Plant Area \_\_\_\_\_  
Lease Type: Net \_\_\_\_\_ Gross \_\_\_\_\_ Combination \_\_\_\_\_

I/We hereby declare my/our intention to appeal from the assessed valuation of the property described above and do hereby verify that the statements made in this appeal are true and correct. I understand that false statements herein are made subject to the penalties of 18 pa.C.S.4904, relating to unsworn falsification to authorities. APPELLANT ACKNOWLEDGES HAVING READ "RULES AND REGULATIONS OF THE BOARD" DATED JANUARY 3, 2002, AS AMENDED.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Phone: \_\_\_\_\_  
OWNERS OF RECORD (Daytime) \_\_\_\_\_

You may lose your right to appeal for the year if you do not appear at the scheduled Hearing Date given you. The Board of Appeals may act to Raise or Lower Assessments based on the evidence presented before it.

**FORMS MUST BE RETURNED BY SEPTEMBER 1, 2016**

**YOU MUST SUBMIT YOUR \$125 APPEAL FEE WITH FORM  
YOU MUST SUBMIT AN UP TO DATE PHOTO OF YOUR BUILDINGS WITH THIS FORM**

**ANY ASSESSMENT OVER 75,000 MUST HAVE A STATE CERTIFIED GENERAL  
APPRAISAL FILED WITH THE BOARD TWO WEEKS PRIOR TO THE HEARING DATE --  
NO EXCEPTIONS**

**COMMERCIAL FEE NOTICE**

**If you wish to appeal this assessment, please return your assessment notice or appeal form for your property along with a check or money order for \$125.00 made payable to  
LACKAWANNA COUNTY TREASURER.**

**DO NOT SEND CASH!**