

Grant County

Property Tax Assessment Board of Appeals (PTABOA)

A taxpayer has the right to initiate an appeal of the current year's assessed valuation. The first step in the appeals process begins with written notification to the local assessing official. Taxpayers have **45 days** from the date of the **notice of assessment** to initiate an appeal. If no notice of assessment is given, the notice of appeal must be filed not later than the later of May 10 of the tax bill year or 45 days after the date of the tax bill.

Forms

[Appeal Form](#)

[Request for Continuance](#) (see bottom of this page)

[New! Important Changes to the Appeal Process](#)

Please Note: The petition must be signed by the petitioner or an authorized representative. A representative must attach a notarized power of attorney unless the representative is a duly authorized employee or corporate officer of the company. Certified tax representatives must attach a Tax Representative Disclosure statement. If you have an email address that we can contact you at, please list it on the appeal form.

Further questions about assessment appeals? Please click [here](#) for additional appeal information from the Department of Local Government Finance.

You may submit your appeal by any of the following ways:

- Hand delivering it to the Grant County Assessor's Office in the County Complex Building, 5th floor or
- Faxing it to 765-664-5555.
- Mailing it to the office. Grant County Assessor, *Please include* Attn: PTABOA Dept. 401 S Adams Street, Marion IN 46953
- Emailing it as an attachment to tmartin@grantcounty.net



Property Tax Assessment Board of Appeals

PTABOA

401 S Adams Street Room 528 – County Complex Building – Marion, IN 46953

Phone (765-668-4773 Fax (765) 664-5555

tmartin@grantcounty.net

The following parcel(s) have been scheduled to appear before the Grant County PTABOA. I am unable to attend the hearing as scheduled and have attached written documentation to support that fact. I understand that I must submit this request to the Assessor's Office at least 20 days before the hearing.

It is the taxpayer's responsibility to show "just cause" for the continuance. After reviewing the Request for Continuance, the PTABOA will rule on the request within 10 days of the request.

If the Request for Continuance is not granted by the PTABOA, the taxpayer may request action without his presence or withdraw a petition at least 8 days prior to the hearing.

A fifty dollar (\$50) penalty will be assessed against the taxpayer or representative for an unexcused failure to appear at the hearing.

Taxpayer Name: _____

Parcel Number: _____

Date of Hearing: _____

Reason for Continuance (attach documentation as needed): _____

Return to PTABOA (at least 20 days prior to hearing): _____

Taxpayer (or Representative's) Signature: _____

| FOR OFFICE USE ONLY | |
|-------------------------|--|
| Date Received by PTABOA | |
| Approved or Denied | |
| Taxpayer Notified | |