

CITY OF PEWAUKEE

2021 Assessment Year

Notice of Intent to File an Objection with the Board of Review

A property owner must give oral or written notice of intent to file objection with the Clerk of the Board of Review at least 48-hours prior to the 1st Board of Review meeting. By filling out this form, it will allow you the opportunity to file Objection Form PA-115A during the first two (2) hours of the Board of Review, which is scheduled for **Wednesday, June 16th, 2021 at 4:00 p.m.** Although oral notification is legally sufficient, the Clerk's office prefers and encourages written notification to avoid possible complications.

If the property owner fails to file notice of intent to object at least 48-hours before the first meeting, they will have to show good cause for failing to provide notice. The Board of Review then decides whether to waive the notice requirement or not.

To ensure your right to object to your real property assessment please return this form to the Clerk's Office located at W240 N3065 Pewaukee Road in person, via fax at (262) 691-1798 or by e-mail tarczewski@pewaukee.wi.us by **Monday, June 14th, 2021 – 4:00 p.m.**

I, _____, as the property owner or agent, with an address of

(Address of person filing)

hereby give notice of an intent to file an objection on the assessment for the property located at:

_____. Tax Key Number: _____

for the 2021 Assessment Year in the City of Pewaukee.

THIS NOTICE OF INTENT IS BEING FILED: (Please mark one)

At least 48 hours before the Board of Review's first scheduled meeting.

During the first two hours of the Board of Review's meeting.

The Board of Review shall grant a waiver of the 48-hour notice of intent to file a written or oral objection if a property owner who does not meet the notice requirement appears before the Board during the first two hours of the meeting. He/she must show good cause for failure to meet the 48-hour notice requirement and files a written objection. My good cause is as follows:

Up to the end of the fifth day of the session or up to the end of the final day of the session if the session is less than five days.

The Board of Review may waive all notice requirements and hear the objection even if the property owner fails to provide written or oral notice of an intent to object 48 hours before the first scheduled meeting, and fails to request a waiver of the notice requirement during the first two hours of the meeting, if the property owner appears before the Board at anytime up to the end of the fifth day of the session or up to the end of the final day of the session if the session is less than five days, and files a written objection and provides evidence of extraordinary circumstances. Proof of my extraordinary circumstances is as follows:

I understand that filling out this form does not relieve me of the requirement of timely filing a fully completed written objection form (PA-115A) with the Clerk of the Board of Review.

Signature: _____

Phone: (____) _____

Date: ____/____/____