

Town of Sweden Assessor's Office
18 State Street, Brockport, NY 14420
585-637-8683

Grievance Day Information and Instructions

If you disagree with your 2023 Final Assessment or your 2024 Tentative Assessment, you must file a formal grievance with the Board of Assessment Review (BAR)

Grievance Day is Tuesday, May 28th, 2024

The Board of Assessment Review is scheduled to hear complaints on Tuesday May 28, 2024 between the hours of 10:00am and 8:00pm at the *Sweden Town Park Lodge* – 4761 Redman Road, Brockport, NY 14420. Grievance appointments will be scheduled prior to this date, however 8:00pm on May 28, 2024 is the last possible time that a Grievance application can be accepted at the Sweden Town Park Lodge. Grievance applications will be accepted in person, via mail, or Town Hall drop box.

E-mailed forms will NOT be accepted.

It is *imperative* that the RPTL 524 complaint form and all supporting documentation be filled out in its entirety and submitted to the Assessor's office prior to May 28, 2024. An appointment will then be made for you to appear in front of the Board. **Early application submittal is appreciated.**

Grievance application form RP-524 and instructions can be found on the Town of Sweden's website at www.townofsweden.org or www.tax.ny.gov

The Board strives to give full and fair consideration to every grievance; however, it cannot do so without information from the property owner to support their complaint. The following types of supporting documentation are helpful in determining your property's market value and should be provided with your grievance complaint form, if applicable:

- A recent sale of the property (copy of closing statement).
- A recent listing of the property showing the asking price, time on the market and any offers made.
- Recent sales of similar properties in your neighborhood. Information regarding recent sales of properties can be found on the Monroe County Real Property Portal.
- A recent appraisal of the property. If you submit an appraisal that was prepared for financing, estate, etc., the BAR will review them.
- Cost of construction, if recent or new construction.
- Rental information, if the property is income producing. Please submit a minimum of two (2) years of income and expense data.
- Photographs showing significant problems or deficiencies with your property.

Your appearance at the BAR hearing is not required. If you are unable to attend a hearing, you must still submit your application to the BAR by 8:00 PM on Tuesday May 28th and the BAR will review the application.