

**TOWN OF SWEDEN
BOARD OF ASSESSMENT REVIEW**

**NOTICE OF REQUIREMENTS FOR COMMERCIAL, INDUSTRIAL,
APARTMENT, CONDOMINIUM, OR OTHER Non-RESIDENTIAL PROPERTY**

GRIEVANCE DAY/FILING DATE: Tuesday, May 28, 2019

- ✚ Attendance at appointed hearing time is required for all Commercial, Industrial, Apartment, Condominium and/or other Non-Residential property.
- ✚ Completed RP-524 and documentation, for each property being grieved, must be received to schedule an appointment. Facsimiles of complaint forms will be rejected. Any RP-524 received after the designated filing date will be dismissed as untimely filed.
- ✚ Scheduled appointment times for all non-residential property are allotted ten (10) minutes to review information; this time schedule will be adhered to in order to hear all grievances in a timely manner.
- ✚ Copies of additional information must be provided at the appointed hearing time.
- ✚ Please note that no matter what the legal rule may be for the time that a day ends, it is advisable to file or serve documents within office hours to ensure receipt on the required day.

Please call the Assessor's Office at 585-637-8683 if you have any questions.

Town of Sweden Assessor's Office 18 State Street
Brockport, New York 14420
Monday – Friday 9:00am – 5:00pm