<<Insert date here>>

<<Insert your name and address here>>

<<Insert the assessor’s address here>>

Re: PIN <<Insert your property identification number here>>

Ms. <<insert assessor name here>>,

We respectfully request that our property tax assessment be looked at in comparison to the other homes on our street – <<insert your street here>>.

We have attached a summary of the assessments for multiple homes on our street. It appears that our assessed value for improvements is higher than that of other homes when considering relative sizes.

We fully expect to pay our fair share of taxes. Our request comes from seeing that we are paying more in taxes relative to neighboring homes. We appreciate the time it will take to look into this and look forward to hearing your response. Please do not hesitate to contact us if you have any questions or to discuss our assessment.

Sincerely,

<<insert your name here>>

<<insert your phone number here>>

<<insert your email here>>