



**Steve Pierce**  
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Putnam County  
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**Information for Tangible Personal Property Appeal to the Putnam County Board of Equalization**

Please contact the Property Assessor's Office to schedule an appointment with the County Board of Equalization. Appeals are scheduled individually per account. To assist in the resolution of your Appeal, the following information should be submitted to the County Board of Equalization via the Property Assessor's Office. All information should be submitted **three (3) business days** prior to your scheduled appeal hearing date.

1. Complete the Appellant Hearing Form that is attached.
2. Provide written authorization for any agent to act on taxpayer's behalf. Authorization must be Notarized.

If you did not file your Tangible Personal Property Schedule, you are additionally required to:

1. Provide a completed Tangible Personal Property Schedule.
2. Provide a completed up-to-date asset listing or depreciation schedule.

I hereby acknowledge receipt of this request for information:

\_\_\_\_\_  
Signature of Property Owner or Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Map-Group-Parcel

**Putnam County Personal Property Appellant Hearing Form**

Map \_\_\_\_\_ Group \_\_\_\_\_ Parcel \_\_\_\_\_

Appellant Name: \_\_\_\_\_ Owner: \_\_\_\_\_

Representative Name: \_\_\_\_\_ Phone Name: \_\_\_\_\_

Property Address: \_\_\_\_\_  
\_\_\_\_\_

Mailing Address (For Correction Only): \_\_\_\_\_  
\_\_\_\_\_

**County's Values:**

Total: \_\_\_\_\_ Owners Opinion of Value: \_\_\_\_\_

Was there a recent appraisal? YES \_\_\_\_\_ NO \_\_\_\_\_ Date & Amount: \_\_\_\_\_

Purpose of the Appraisal: \_\_\_\_\_

Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for not timely filing the Tangible Personal Property Schedule (if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_