

# Important Timetable

## Assessment Schedule / ← Cycle March 1<sup>st</sup>

| <b><u>Date or Date Range</u></b>             | <b><u>Activity</u></b>   |
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| Through March 1 <sup>st</sup>                | <ul style="list-style-type: none"><li>· Accept and process exemptions</li><li>· Building permit processing</li><li>· Sales processing &amp; verification</li></ul>   |
| March 1 <sup>st</sup>                        | <ul style="list-style-type: none"><li>· Taxable Status</li><li>· Last day to apply for exemptions</li></ul>  |
| After March 1st                              | <ul style="list-style-type: none"><li>· Education classes</li><li>· Assessment books &amp; forms available Library &amp; Assessor's Office</li><li>· Web site updated (sales information, informal review forms)</li></ul> |
| Jan 1 –April 5                               | <ul style="list-style-type: none"><li>· Informal Assessment Review worksheets accepted</li></ul>   |
| By May 5th                                   | <ul style="list-style-type: none"><li>· Informal Review Determination Notices Mailed</li></ul>   |
| By May 5th                                   | <ul style="list-style-type: none"><li>· Assessment changes (due to annual assessment review, physical changes e.g. building permits, property splits, etc) notices mailed</li></ul>  |
| May 1st                                      | <ul style="list-style-type: none"><li>· Formal Grievance forms available</li></ul>   |
| May 1 <sup>st</sup>                          | <ul style="list-style-type: none"><li>· Tentative Assessment Roll</li><li>· Review assessment inventory &amp; values</li></ul>   |
| May 1 through 4th Tuesday in May             | <ul style="list-style-type: none"><li>· Formal Grievance forms (RP-524) accepted</li></ul>   |
| Fourth Tuesday in May                        | <ul style="list-style-type: none"><li>· Board of Assessment Review meets-"Grievance Day" for assessment challenges</li></ul>   |
| July 1 <sup>st</sup>                         | <ul style="list-style-type: none"><li>· Final Assessment Roll</li><li>· Valuation Date next Roll Year</li></ul>  |
| July 1 <sup>st</sup> - July 30 <sup>th</sup> | <ul style="list-style-type: none"><li>· Small claims assessment review</li></ul>   |

- Oct 15 · School Tax bills due
- Sept 1 – January · Annual Assessment Analysis & Review
- February 15 · County/Town Tax bills due