

DOCUMENTATION TO SUPPORT YOUR OPINION OF VALUE

You or your agent should be prepared to justify your own opinion of the value of your property based on documented evidence, such as:

- ✓ **Appraisal** ...by independent appraiser; must reflect market conditions as of January 1, 2011.
- ✓ **Sales contract** ...reflecting an “arms length” transaction on the open market.
- ✓ **Closing Statement** ... reflecting an “arms length” transaction on the open market.
- ✓ **Photos** ...showing existing structural issues or conditions that a buyer may require a seller to repair prior to closing, or that may impact the market value beyond what the Assessor has already taken into account.
- ✓ **Estimates for repairs** ...showing structural issues or conditions that affect the market value of the house.
- ✓ **Statement of Construction Costs** ...recent bills or statements demonstrating value of new construction or additions.
- ✓ **Comparable sales** ... sales of similar houses in the same or comparable neighborhood that occurred before January 1, 2011; information is available on the County website:

<http://revenue.stlouisco.com>

NOTE:

Please be advised that sales of foreclosed properties may not reflect an “arms length” transaction.

Saint Louis
COUNTY
REVENUE

PROPERTY OWNER ADVOCATES

2011

Property Owner Advocates services are available during the appeal season (May—August) to assist residential property owners with the property value appeal process.



Step One

If you have questions regarding your Change of Assessment Notice, call the Assessor’s Office at 314-615-4230. The Assessor’s staff can also answer questions about the appeal process.

Step Two

If you would like assistance for filing an appeal to the St. Louis County Board of Equalization, or if you have questions regarding the appeal process, please contact a Property Owner Advocate as described inside this brochure.

Saint Louis
COUNTY
REVENUE

WHAT ARE PROPERTY OWNER ADVOCATES?

They are a group of several individuals knowledgeable about real estate and the reassessment process, who contract with Saint Louis County during the property value appeal season to advise residential property owners of the appeal process.

The program is offered as a free service to residential property owners in Saint Louis County to help them understand their rights and take the best advantage of the appeal process.

How to contact a Property Owner Advocate

- ⇒ **Call** the referral hotline at **314-615-4611** OR
- ⇒ **Send an email** to **Advocate@stlouisco.com**

Please be sure to provide the following information when requesting assistance:

- ✓ First & Last Name
- ✓ Property Address with Zip code
- ✓ Property Locator Number (if known)
- ✓ All phone numbers where an Advocate can reach you
- ✓ Best time to call you

Property Owner Advocates CAN:

- ➡ Discuss your particular situation
- ➡ Suggest options and appeal strategies
- ➡ Assist in organizing documentation
- ➡ Confirm appeal deadlines
- ➡ Accompany you to hearings

Property Owner Advocates CANNOT:

- ➡ Make determinations of value
- ➡ Provide legal advice
- ➡ Represent you at hearings
- ➡ Change the laws and ordinances regarding reassessments and taxes

For more information, please contact

Saint Louis County
Department of Revenue
41 South Central Avenue
Clayton, MO 63105

<http://revenue.stlouisco.com>

Phone: (314) 615-4230 TTY: (314) 615-3746
Monday - Friday: 8:00 a.m. to 5:00 p.m.