

## 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, 2009.
- ✓ **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, 2009; 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.

For more information, contact the Department of Revenue directly:

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

Phone: (314) 615-4230

TTY: (314) 615-3746

Monday - Friday: 8:00 a.m. to 5:00 p.m.

## PROPERTY OWNER ADVOCATE SERVICES 2009

A Property Owners' Guide  
to the services available to assist  
with the 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 or if you have questions regarding the appeal process, please contact a Property Owner Advocate as described inside this brochure.

Saint Louis  
**COUNTY**  
**REVENUE**

# PROPERTY OWNER ADVOCATE SERVICES AVAILABLE

Saint Louis County has contracted with several individuals knowledgeable of real estate and the reassessment process to advise property owners of the reassessment appeal process. This program is offered as a courtesy and part of the experience of Saint Louis County's customer friendly government attitude to make sure residents realize their rights, take best advantage of the 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
- ➔ Represent you at hearings
- ➔ Change the laws and ordinances regarding reassessments and taxes