



UNDERSTANDING NEVADA'S PROPERTY TAX SYSTEM

A Publication of the NEVADA TAXPAYERS ASSOCIATION
2000 Edition

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This publication has been prepared to help the property taxpayer:

- ▶▶ Understand Nevada's property tax system.
- ▶▶ Obtain information about assessments, tax rates and tax bills.
- ▶▶ Obtain relief if property assessment is too high.

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GLOSSARY

AD VALOREM - "According to value". Refers to the property tax system.

AGRICULTURAL PROPERTY - Land devoted for at least three (3) consecutive years immediately preceding the assessment date to agricultural use on which \$5,000 gross income has been produced in an agricultural pursuit.

APPRAISAL - The valuation of property. Nevada Revised Statutes require all real property to be reappraised at least once every five years. This is the responsibility of the County Assessor who determines the estimate of the full cash value of land by taking into account its location, zoning, actual use, income produced etc. The taxable value of buildings is the estimated replacement cost less depreciation.

ASSESSED VALUE - Thirty-five (35) percent of the total appraised value (taxable value) of the property.

ASSESSMENT ROLL - There are two rolls, the secured roll and the unsecured roll.

Secured Roll - The listing of real property values as prepared annually by the Assessor. The payment of the tax is secured by a lien against the real property.

Unsecured Roll - Personal property values not secured by the ownership of real property and the value of new construction, which has not yet been added to the secured roll.

BOARDS OF EQUALIZATION - The County Board of Equalization is a three or five member board appointed by the Chairman of the County Commission. The State Board of Equalization is composed of five members appointed by the Governor. The qualifications are listed in statute. One member must be a property appraiser.

BONDS - There are generally two (2) types of bonds, which are sold to finance capital expenditures:

General Obligation (G. O.) Bonds - These bonds are secured by the full faith and credit of the issuing government. A property tax rate is established to redeem these bonds.

Revenue - These bonds are redeemed by a non-property tax. For example: sales tax to redeem street construction bonds, or county hospital revenues to redeem hospital construction bonds.

BONDED INDEBTEDNESS - The sale of bonds for capital construction projects or capital equipment purchases. The repayment of bonds is frequently by a property tax levy.

Medium Term Debt - Incurred for a duration not longer than 10 years. DOES NOT REQUIRE VOTER APPROVAL. Approved by the Director of the Department of Taxation.

Long Term Debt - Incurred for a duration of over 10 years. MUST BE APPROVED BY THE VOTERS at a regular election.

CONSUMABLE SUPPLIES - All tangible personal property consumed (used up, drained, absorbed, dissipated, or expended) during the normal day-to-day operation of the business, not intended to become a component part of a manufactured item for sale.

COUNTY ASSESSOR - The elected official responsible for the valuation and assessment of property. In some counties the Assessor also collects the personal property tax.

COUNTY COMMISSION/CITY COUNCIL MEMBERS - The elected officials responsible for setting budgets and spending levels of the city or county. These expenditures will determine the property tax rate needed to fund the city or county budget.

COUNTY TREASURER - The elected official responsible for the billing and collection of real property taxes.

DEPRECIATION - This is the estimate of the decrease in value in a wasting asset (not land) due to such factors as use and obsolescence. In Nevada, for purposes of real property appraisal, depreciation is calculated at 1.5 percent of the cost of replacement for each year up to 50 years. Personal property depreciation is calculated according to a schedule approved by the Nevada Tax Commission. For purposes of taxation motor vehicles are not considered personal property and are not subject to property taxes. They are however subject to a separate privilege tax.

FISCAL YEAR - In Nevada it is that period of time from July 1 of one calendar year to June 30 of the following calendar year. It is also the taxable year for purposes of property taxation.

FULL CASH VALUE - The most probable price which property would bring in a competitive and open market under all conditions requisite for a fair sale.

IMPROVEMENT DISTRICTS (General or Special) - Districts created by a local government to provide a specific service to the residents within the district. Districts may be created for fire service, streets, sewers, etc.

LEASEHOLD IMPROVEMENTS - Modifications to a building that are made to accommodate a specific business. Some examples are: Draperies, partitions, paneling, counters, shelving, built-in compressed air systems, heavy duty electrical systems, etc.

LEVY - see Tax Levy.

LIEN - Under Nevada Law taxes levied against property are a perpetual lien against the property assessed until the tax and any penalty charges and interest, which may be due, are paid.

MARKET VALUE - see Full Cash Value.

NOTICE OF ASSESSMENT - A statement sent by the County Assessor in December to the property owner, showing the taxable value and assessed value of land, buildings and secured personal property for the current fiscal year and next fiscal year. If the property owner disagrees with the taxable value, he may file an appeal with the County Board of Equalization.

PERSONAL PROPERTY ON THE SECURED ROLL - A statement sent by the Assessor in December to the property owner, showing the taxable value and assessed value of secured personal property together with the value of land or buildings.

PERSONAL PROPERTY ON THE UNSECURED ROLL - The request for a list of personal property is generally sent out by July 1 and should be returned to the Assessor by July 31. The taxpayer must pay within 30 days of the billing demand.

DEFINING PROPERTY IN NEVADA

REAL PROPERTY - Land, buildings and improvements which are not normally removable and mobile/manufactured homes that have been converted to real property.

PERSONAL PROPERTY - All property not permanently affixed to land, such as aircraft, business equipment, agricultural equipment, billboards, etc., and mobile/manufactured homes not converted to real property.

WHO PAYS PROPERTY TAX?

REAL PROPERTY - is paid by the owners of the land and buildings and other improvements, which are permanently affixed to land.

PERSONAL PROPERTY - is paid by all persons, firms or businesses located or doing business in Nevada, owning, renting, leasing or controlling business personal property; the owners of mobile/manufactured homes not converted to real property; and the owners of aircraft and billboards.

THE BASIC PURPOSE OF PROPERTY TAX

Property tax, also known as "ad valorem", is based on the value of property, both real and personal.

It is used to partially fund the expenditures of local governments including school districts and for the State's bond debt redemption.

THE PROVISIONS GOVERNING PROPERTY TAX

The State Constitution caps the property tax rate at \$5.00 per \$100.00 of assessed value. It is further capped by statute at \$3.64 per \$100.00 of assessed value. Property in Nevada is assessed at 35% of its taxable value.

The taxable value of vacant land is determined by considering the use to which it may be lawfully put. The taxable value of improved land is determined by considering the use to which the improvements are being put. The improvements (i.e. buildings) are valued at present replacement cost less depreciation at 1½ percent per year to 50 years. For personal property, depreciation is based on life expectancy.

By statute, a local government cannot receive an increase in property tax revenue more than six percent over the maximum revenue allowed for the prior year (excluding new construction).

Local governments are required to obtain voter approval to allow a property tax rate to be established for any long-term debt (general obligation bonds), or operating overrides.

Personal property is determined by the Assessor based on the Nevada Tax Commission regulations that set:

- ▶▶ Standards for determining the "cost of replacement" of various types of property. The standards must include a separate index of factors that apply to the acquisition cost of billboards, mobile homes, business and agricultural property to determine their replacement cost.
- ▶▶ Schedules of depreciation for personal property are based on the expected life, and separate schedules for short, average and long life items, billboards and mobile homes.

To determine the "cost of replacement" for the purpose of computing the taxable value, the cost of all improvements, any additions or renovations of the personal property but excluding routine maintenance and repairs, must be added to the cost of acquisition.

HOW THE TAX RATE IS DETERMINED

The tax rate is proposed in April of each year based on the budgets prepared by the various local governments: counties, cities, school districts, special districts such as fire protection districts, etc.

Prior to the budget hearings, the County will publish a newspaper ad, which identifies any property tax rate increases and the times and places for the different budget hearings. These budget hearings present an opportunity for you to question expenditures and the property tax rates, which will be set to cover the proposed expenditures.

The local government's budget must be adopted no later than June 1. In June of each year, the Nevada Tax Commission approves the property tax rates based on the budgets submitted by the local governments.

HOW THE TAXABLE VALUE OF PROPERTY IS DETERMINED

REAL PROPERTY - The Assessor estimates the land's full cash value by considering its location, zoning, actual use, etc. Land values are estimated from market sales or other recognized appraisal methods. The taxable value of buildings is the estimated replacement cost new less depreciation. The land value is added to the improvement's taxable value to arrive at the property's overall taxable value.

Property in Nevada is required to be reappraised (revalued) at least once every five years. Between reappraisal years the values are adjusted each year with factors approved by the Nevada Tax Commission. Additional appraisals may occur when improvements are added, new structures are built or because of use or zoning changes.

If a structure has been removed from the property and the Assessor's office is notified, the Assessor will delete the value from the assessment. Also, if on or after the lien date there was partial or total destruction of an improvement and the property was rendered unusable

for not less than 90 consecutive days, the owner of the property may be entitled to an adjustment or credit.

PERSONAL PROPERTY - The Assessor uses the "Personal Property Manual" as approved by the Nevada Tax Commission to determine taxable value (replacement cost, less depreciation).

MOBILE/MANUFACTURED HOMES - Mobile/manufactured homes not converted to real property are considered personal property. To determine taxable value the Personal Property Manual used by the Assessor divides mobile/manufactured homes into two categories, as required by statute.

➤ **Homes Sold Prior to July 1, 1982**

The Assessor uses the retail-selling price when sold to the original owner, less depreciation at five percent per year to a maximum depreciation of 80 percent of the original acquisition cost.

➤ **Homes Sold on or after July 1, 1982**

The Assessor uses the acquisition cost to the original owner adjusted by the cost factors, less depreciation at five percent per year to a maximum depreciation of 80 percent of the original acquisition cost.

MOTOR VEHICLES - registered in Nevada and operated on highways pay a motor vehicle privilege tax instead of personal property tax.

BOATS - operated in Nevada pay a registration fee instead of personal property tax.

BILLBOARDS - the taxable value of a billboard is computed by using the acquisition cost to the current owner adjusted by the cost factors, less depreciation of 1½ percent per year up to a maximum of 50 years.

BUSINESS FIXTURES AND EQUIPMENT - the taxable value of a billboard is computed by using the acquisition cost to the current owner adjusted by the cost factors, less depreciation of 5 percent per year to a maximum depreciation of 95 percent.

NOTE: Some commercial property such as "centrally assessed properties" (utilities, railroads, etc.) as well as mines are valued in a different manner than described above. For information on how those values are determined, call the Nevada Department of Taxation.

EXEMPTIONS AVAILABLE TO INDIVIDUAL TAXPAYERS

Partial tax exemptions are available to widows, orphans, veterans, disabled veterans and the blind persons who meet certain requirements. These exemptions can be applied to real or personal property taxes or the vehicle privilege tax. The dollar exemption will vary depending on the taxing district.

The "Senior Citizen Tax Assistance/Rental Rebate" program is available to all persons 62 years or older whose annual household income is not greater than \$21,500. The amount of the rebate available to the senior is based on a combination of age, income and tax/rent paid. The rebate cannot exceed \$500.

Special exclusions are also provided for radioactive fallout shelters, renewable resource heating and cooling systems and residential construction to remove certain barriers for disabled persons.

NOTE:

1. All exemptions require a six-month residency, which must be documented.
2. Veterans may request that the value of their exemption be deposited in the State veteran's home fund.

Contact your County Assessor to determine any specific qualifications and obtain the form(s) necessary to apply for the exemption(s).

The State Treasurer also administers a program for the issuance of "allodial titles" for residential property. The Treasurer calculates the amount necessary to pay all future estimated property taxes at the constitutional rate of \$5.00 per \$100.00 of assessed valuation. Once the taxpayer has paid to the state, either a lump sum or ten yearly installments, the taxpayer receives an allodial title and no further property tax is due.

PERSONAL PROPERTY EXEMPTIONS

INVENTORY HELD FOR SALE BY A MERCHANT OR MANUFACTURER

PERSONAL PROPERTY IN TRANSIT OR WAREHOUSED IN NEVADA (Freeport law).

The exemption is not lost if the property is assembled, manufactured, processed, divided or repacked in the warehouse.

RAW MATERIALS AND COMPONENTS held by a manufacturer for manufacture into products, and supplies consumed in the manufacturing process.

SHARES OF STOCK, BONDS, BANK ACCOUNTS OR OTHER SECURITIES

LIVESTOCK AND COLONIES OF BEES

BOATS (ALL) defined as any vessel or other watercraft, other than a seaplane, used or capable of being used as a means of transportation on the water. NOTE: Boats are subject to a registration fee.

SLIDE-IN CAMPERS AND CAMPER SHELLS

HOUSEHOLD GOODS AND FURNITURE. This includes clothing, jewelry, gold, silver and appliances not attached to real property. Does not include: (1) appliances and furniture to rent (2) renting or leasing appliances and/or furniture, as part of the rental or lease of a dwelling unit located in a complex containing five or more units.

PERMANENT DRAINAGE DITCHES, CANALS AND IRRIGATION SYSTEMS INSTALLED ON LAND DEVOTED TO AGRICULTURAL PURPOSES; AND PROPERTY OF WATER USERS' NONPROFIT ASSOCIATIONS AND NONPROFIT COOPERATIVE CORPORATIONS.

AIR OR WATER POLLUTION CONTROL DEVICES. Includes pipe and other agricultural equipment used to convey water for irrigation of legal crops. NOTE: Does not include air-conditioners, septic tanks or other facilities for human waste, nor any property installed,

constructed or used for the moving of sewage to the collection facilities of a public or quasi-public system.

SYSTEMS USED TO PROVIDE ALTERNATIVE ENERGY SOURCES - solar, wind, geothermal, or the production of electricity from recycled material.

NOTE: The exemption for producing energy from recycled materials or providing renewable sources of energy must be first approved by the Commission on Economic Development. Contact the Commission on Economic Development for details.

AFFORDABLE OR QUALIFIED LOW INCOME HOUSING PROJECT.

RESIDENTIAL IMPROVEMENTS MADE TO REMOVE BARRIERS TO PERSONS WITH DISABILITIES.

MOBILE/MANUFACTURED HOMES CONVERTED TO REAL PROPERTY - no longer pay personal property tax but now pay real property tax.

REGISTERED MOTOR VEHICLES

SUPPLIES CONSUMED. Applies to any tangible personal property, which is NOT required to be depreciated for federal income tax purposes.

NOTIFICATION OF ASSESSMENT

REAL PROPERTY - Between the middle and the end of December, the County Assessor will mail each property owner a "Notice of Assessment". In addition, the complete list of real property in the county will be published in a newspaper on or before the first day of January. The Assessor may also reopen the assessment roll to specific changes to properties that occur before the upcoming July lien date.

PERSONAL PROPERTY - Taxpayers with taxable property are required to declare the property to the Assessor each year. Business taxpayers must complete the form upon starting a new business and must declare all additions and deletions in personal property annually. Mobile/manufactured home dealers and re-builders are required to have the buyer sign an acknowledgment of taxes and forward a copy to the County Assessor where the home will be located.

The acknowledgment form is supplied by the Manufactured Housing Division to the dealers and re-builders.

NOTE: the failure of the taxpayer to receive an affidavit or declaration form does not relieve the taxpayer from the reporting liability. If the list is not filed the Assessor will make an estimate of the taxable value of the property.

HOW TO FILL OUT THE PERSONAL PROPERTY DECLARATION

The taxpayer should list:

- ▶▶ All personal property, owned, rented, leased or controlled as of July 1;

- ▶▶ The date of acquisition and the acquisition cost of the property (including installation and set up charges). Items reported should also be listed in chronological order;
- ▶▶ The property separately by type (desks, chairs, general equipment, electronic/digital equipment, property leased to or by the business, leasehold improvements etc.) because different schedules of depreciation may apply to each type of equipment; and
- ▶▶ Any items sold, scraped or dismantled should also be listed in the space provided.

NOTE: Only unregistered vehicles should be included. DO NOT INCLUDE: registered vehicles; inventory held for resale; raw materials held for manufacturing into finished goods; and supplies not meant for resale which are: used up, drained, absorbed, dissipated or expended during the normal day-to-day operation of the business; disposable, with a generally useful life of less than one year, and not depreciated for Federal Tax purposes.

The actual location of the property must be reported and listed separately for each individual location. Any change in name, location or ownership of the business must be reported. The date the business or location was closed or was acquired by another person must be reported. The type of business must be identified (i.e. restaurant, mine, retail store, doctor's office, warehouse, etc.)

If you have any questions or need assistance in filling out the form contact the Assessor's Office.

HOW PROPERTY TAXES ARE CALCULATED

To compute the property taxes for a particular parcel of property, simply multiply the assessed valuation by the tax rate as shown in the following example.

Taxable value X 35% = assessed value X rate = property taxes due.

REAL PROPERTY

Taxable Value	\$100,000.00
	X 35%
Assessed Value	\$35,000.00
	X \$.0298
Property tax due	\$1,043.00

PERSONAL PROPERTY

Taxable Value	\$10,000.00
	X 35%
Assessed Value	\$3,500.00
	X \$.0298
Property tax due	\$104.30

* \$2.98 per \$100.00 assessed valuation

The personal property tax is calculated by the Assessor using the depreciation schedules annually adopted by the Tax Commission. Upon determination of the assessed value, the Assessor applies the applicable tax district's combined property tax rate to the assessed value. The same rate is used for both the secured and unsecured rolls.

HOW THE PROPERTY TAXES ARE COLLECTED

PROPERTY LISTED ON THE SECURED ROLL - Property taxes are collected by the County Treasurer based on the tax bills sent out in July of each year.

Each County Treasurer mails each property owner or the mortgage holder an itemized tax bill. The itemization details the individual tax rate for each level of government, which is supported by a property tax rate. If the property tax due is greater than \$100, it may be paid in four installments.

PROPERTY TAXES ARE DUE:

August	- Third Monday	- First Installment
October	- First Monday	- Second Installment
January	- First Monday	- Third Installment
March	- First Monday	- Fourth Installment

The mortgage holder is required to mail the itemized tax bill to each property owner. If you receive the tax bill, you may send it to the mortgage company so they can pay the taxes from your impound account. Property owners who do not have a mortgage, or do not have an impound account will receive the bill and are responsible for the timely payment of the taxes. If a taxpayer fails to make a timely payment of the tax due to circumstances beyond his control, the Treasurer may waive the penalty and interest.

PROPERTY LISTED ON THE UNSECURED (SUPPLEMENTAL) ROLL - Depending on the individual County's procedures, either the Assessor or the Treasurer collects the taxes for property assessed on the unsecured roll. The taxes are calculated in the same manner as are the taxes for property assessed on the secured roll, but they must be paid within 30 days after demand. For mobile/manufactured homes on the unsecured roll, if the bill is greater than \$100.00, it may be paid in (4) equal installments.

WHY PROPERTY VALUES CHANGE

REAL PROPERTY - The assessed value can change because of a boundary change, new construction, a change in use, a mandatory five-year reappraisal, factoring in years a reappraisal is not done, inflation or any combination of these factors.

- ▶▶ Boundary changes occur when old parcels are either divided or combined.
- ▶▶ New construction includes new buildings, additions, remodeling etc.
- ▶▶ Changes in use ... such as from residential use to office or retail use or from agricultural use to residential use.

- ▶▶ Reappraisal of property, which is done at least once every five years. Improvements are recalculated to current cost of replacement, less depreciation and land is revalued.
- ▶▶ Factoring to keep values current with changes in individual properties and local and neighborhood trends. In a non-reappraisal year the prior assessed value of the improvement is multiplied by a factor approved by the Nevada Tax Commission. Land values are also factored to stay current.
- ▶▶ Any combination of the above.

PERSONAL PROPERTY - The assessed value of personal property can change because of depreciation, the addition or deletion of personal property and the yearly change in cost factors. That new value when multiplied by the property tax rate may change the property tax due.

FREQUENTLY ASKED QUESTIONS ABOUT PERSONAL PROPERTY

Why do I have to pay personal property tax? I paid the tax when I bought the merchandise.

The tax paid when you purchased the item was the sales and use tax not personal property tax. The law requires all personal property to be taxed unless specifically exempted by law.

ABOUT BUSINESS PERSONAL PROPERTY . . .

What is business personal property?

Generally it is furniture and equipment used in a business. For example: desks, chairs, copy machines, drapes, pictures, filing cabinets, book cases, credenzas, display fixtures, furniture in a reception area, telecommunications, computer, rental, gaming, and x-ray equipment. Call your County Assessor if you have any questions.

What if I didn't purchase it?

You are still required to report the acquisition of the personal property.

How can I list the acquisition cost if I don't know it?

You list what the value would be if you had purchased the item.

ABOUT MOBILE HOMES . . .

Why are trailers taxed as personal property?

All trailers or vehicles not registered through the Department of Motor Vehicles are subject to the tax. All personal property is taxable unless specifically exempted by law.

Why are my taxes higher than my neighbors?

Several factors are possible. The most likely are age and size of the home.

ABOUT UNREGISTERED VEHICLES . . .

Why are unregistered vehicles taxed as personal property?

All personal property unless specifically exempt by law is taxable. Unregistered vehicles are any vehicles not registered by the Department of Motor Vehicles. Examples include: mini motor homes, travel trailers, and off road motor vehicles owned or used by a business.

HOW TO QUESTION AN ASSESSMENT

If, in your opinion, the taxable value of your property shown on the "Notice of Assessment" seems excessive, or you have any questions, call or go to your County Assessor's office immediately and speak with an appraiser. More often than not your question or problem can be taken care of at that level.

The County Assessor will, upon the request of the property owner furnish, within 15 days, a copy of the most recent appraisal of the property. The depreciation tables and cost indexes used can also be obtained by contacting the Assessor. A reasonable fee is allowed to be charged for copying the information.

If you are unable to resolve your problem you can appeal to the County Board of Equalization to adjust your property's assessed value. For the specific time frames for real or personal property appeals see below. The appeal forms may be obtained by contacting the Assessor's office or the Nevada Department of Taxation.

NOTE: The role of the Assessor concerns property valuations ... not property tax rates. Questions concerning your tax rates or taxes should be directed to your locally elected officials.

REAL PROPERTY - The value of the real property (property on the secured roll) must be contested by January 15 by the filing of an appeal. Unless the value is contested, the "Notice of Assessment" will be the base upon which your property tax for the next fiscal year is determined.

PERSONAL PROPERTY - For property assessed prior to December 15, you can file an appeal with the County Board of Equalization.

For property assessed after December 15, the appeal is filed directly to the State Board of Equalization. The appeal must be filed no later than May 15.

Even though you file an appeal, because of the time frames involved you have to pay the personal property tax which is due prior to having your appeal heard. You must file a formal protest in writing. Nevada law requires that the protest must be in triplicate and filed the same time as your tax payment. Failure to pay the taxes due will result in interest and penalties being imposed.

HOW TO APPEAL BEFORE THE COUNTY BOARD OF EQUALIZATION

For property assessed after December 15, the appeal is filed directly with the State Board of Equalization. The appeal must be filed no later than May 15.

Nevada Revised Statutes govern the procedures for filing an appeal before the County and State Boards of Equalization. The time frames for filing and hearing the appeals, the requirements for the information that must be contained in the appeals and the Boards' authority to change valuations are statutory requirements. The Boards of Equalization can

only consider issues of valuation (assessments) not tax rates or taxes. Further, the Boards cannot reduce the valuation of your property because of a financial hardship.

TO OBTAIN A COPY OF THE APPEAL FORM (PETITION):

- ▶▶ Contact your County Assessor's office. (You will have to provide the parcel number(s) or physical address.)
- ▶▶ If there is more than one parcel and they are not contiguous or if they are under different ownership you will need to obtain and file a separate appeal for each parcel.

Appeals must be filed no later than January 15 with the County Assessor's office.

Hearings before the County Boards of Equalization will be scheduled as necessary but will be concluded on or before February 28.

You will be notified in writing of your hearing date and time at least ten (10) days prior to the hearing.

Hearings are conducted in accordance with Nevada's Open Meeting Law and the Nevada Administrative Procedures Act.

It is not necessary to be represented by an attorney or an accountant before the Board; however a person who makes an appeal on behalf of the owner of the property must have written authorization signed by the owner. If you hire an attorney to represent you the attorney must be licensed to practice before the highest court of any state of the United States (NAC 361.698).

HOW TO PREPARE AND PRESENT AN APPEAL TO THE BOARD

Complete all the information on the appeal form including the owner's opinion of market value. Incomplete appeal forms will be returned to the taxpayer. If you have any questions about filling out the form contact your County Assessor's office for assistance.

To change the taxable value, you must provide evidence that proves the market value of the property is less than the taxable value of the property, or that the classification or purpose for which the property is used was not considered by the Assessor.

The burden of proof is on you to show that the valuation is not at taxable value and that the taxable value exceeds full cash value. It is not sufficient to say the Assessor's value is incorrect. You must state the correct value and present evidence to support the value you claim.

- ▶▶ Proof may consist of evidence that:
 - ▶▶ Recent sales of similar properties in the vicinity that are less than the taxable value of your property
 - ▶▶ Adverse factors affecting the value have not been considered in determining the taxable value
 - ▶▶ The fair economic income expectancy of the property does not justify the valuation

- ▶▶ An error has been made in computing the taxable value
- ▶▶ Any combination of the above

NOTE: Current costs of construction do not substantiate the taxable value. If you do your own construction, the cost of construction will be based on industry standards, not your costs.

If you present an appraisal to back up your claim, the appraisal must be from a licensed, certified Nevada appraiser.

The County Boards may set time limits for appeals and may limit redundant or irrelevant testimony. Consideration will be given to the fact that complex appeals may require more time to establish a record to permit further appeals. If you wish to have a verbatim transcript of the hearing you must provide and pay for a court reporter. A copy of the transcript must be provided to the Secretary if it is to be part of the record (prior to subsequent appeal or hearing).

HOW TO PRESENT TESTIMONY AND EVIDENCE FOR COUNTY BOARD

- ▶▶ The Deputy District Attorney or the County Clerk will administer the oath to the witnesses who are to appear.
- ▶▶ The Assessor will make a brief presentation for the sole purpose of identifying the property in question, the general neighborhood or area in which the property is located and any other information necessary to orient and familiarize members of the County Board with your property.
- ▶▶ You or your representative present the reasons and evidence to establish that the market value of the property is less than the taxable value computed for your property as shown on the "Notice of Value".
- ▶▶ The Assessor will present evidence supporting the Assessor's opinion of the taxable value of the property and rebuttal evidence.
- ▶▶ You are allowed to rebut the evidence presented by the Assessor.

At the conclusion of the appeal, the County Board may deliberate and consider the matter immediately or may defer the time for decision until other appeals have been completed.

If you are not given a decision at the time of hearing you shall be notified in writing of the Board's decision no later than ten (10) days after the decision has been rendered. You will also be notified of the procedure for appealing to the State Board of Equalization.

NOTE: If a change is determined to be warranted, the change so made is effective only for the fiscal year for which the assessment was made. Each year the County Assessor reviews all changes made for the previous fiscal year and maintains or removes each change as circumstances warrant.

IF YOU DISAGREE WITH THE COUNTY BOARD'S DECISION

If you are not satisfied with the decision reached by the County Board of Equalization you may file a "Petition for Review of Assessed Valuation" with the State Board of Equalization at:

State Board of Equalization
1550 E. College Parkway
Carson City, NV 89706

Please note that the State Board is limited to reviewing the record (facts and evidence) established by the County Board.... unless it can be proven, to the satisfaction of the State Board, that new evidence was discovered, "which by due diligence could not have been discovered and presented to the County Board".

The "Petition for Review of Assessed Valuation" may be obtained at the County hearing or from your County Assessor's office.

HOW TO APPEAL BEFORE THE STATE BOARD OF EQUALIZATION

The following is general information about appeals to the State Board of Equalization:

- ▶▶ You must file your appeal with the State Board of Equalization no later than March 10. If your real or personal property is placed on the unsecured tax roll or is assessed after December 15 but before the following April 30 you may file an appeal to the State Board. The appeal must be filed on or before May 15.
- ▶▶ If you had a transcript made of your hearing before the County Board you are required to provide a copy of the transcript to the secretary of the State Board upon filing your appeal to the State Board. Remember, you are also required to provide one to the County Clerk.
- ▶▶ If you are presenting new evidence, it must be submitted in writing seven (7) days before your hearing to both the State Board and County Assessor.
- ▶▶ The State Board begins its hearings the fourth (4th) Monday in March for the purpose of hearing the appeals. It will hold as many hearings as necessary to complete its work.
- ▶▶ You will receive reasonable notice of your hearing date.

HOW TO PRESENT TESTIMONY AND EVIDENCE TO STATE BOARD

- ▶▶ The Assessor will identify the property for the Board members.
- ▶▶ You or your representative will present the evidence to establish that the market value of your property is less than the taxable value established by the Assessor. The evidence must be the same as the record established at the County Board of Equalization.
- ▶▶ The Assessor will present the evidence to support his/her taxable value. This must be the same evidence as the record established at the County Board of Equalization.
- ▶▶ You are allowed to rebut the Assessor's evidence.

- ▶ New evidence will only be considered if the Board determines that it could not be presented during the County Board hearings (due diligence).

The State Board may deliberate and consider the decision of the appeal immediately or may defer the time for the decision. All decisions will be in writing and served in person or by certified mail within 30 days after the date of the decision.

If the State Board of Equalization denies your appeal you may commence a suit in any court of competent jurisdiction in the State of Nevada against the State, and County in which the taxes were paid.

WHO TO CONTACT IF YOU HAVE QUESTIONS ON . . .

YOUR APPRAISAL, ASSESSMENT (DEPRECIATION SCHEDULE FOR PERSONAL PROPERTY) OR EXEMPTIONS -

COUNTY ASSESSOR'S OFFICE

THE PAYMENT OF YOUR TAXES -

COUNTY TREASURER'S OFFICE

YOUR TAX RATE -

COUNTY COMMISSIONERS
OR
CITY COUNCIL MEMBERS

FOR APPEAL FORMS -

COUNTY ASSESSOR'S OFFICE
NEVADA DEPARTMENT OF TAXATION

FOR INFORMATION ABOUT THE "ALLODIAL TITLE"

STATE TREASURER'S OFFICE

NOTE: The addresses and phone numbers may be obtained from your local telephone directory.