



KANE COUNTY BOARD OF REVIEW
719 Batavia Avenue, Building C



BOARD USE ONLY

Postmark Date _____ Complaint No. _____

The purpose of Section 1 is to identify the property that is the basis of the complaint and the contact information for those who are filing the complaint.

- 6. Corporate taxpayers and owners (including LLCs) must be represented by an attorney licensed to practice law in Illinois.
- 7. Instructions for filling out this form are available at www.KaneCountyAssessments.org/AssessmentComplaint.html.
- 8. If the taxpayer asks for an appearance before the Board but fails to appear, the complaint shall be dismissed.
- 9. Questions about this form or the Board's Rules and Procedures may be directed to the Board office at (630) 208-3818.

Section 1: Property Identification (required)

Parcel No. - - -

Property Address: _____

Property City, State, ZIP: _____

Owner of Record: _____

Mailing Address: _____

Mailing City, State, ZIP: _____

Daytime Telephone: _____

Check all that apply: Property occupied by owner Property occupied by tenant(s) Property is vacant _____ %

Note: All corporate owners/taxpayers must be represented by an attorney licensed to practice law in Illinois.
If owner/taxpayer is represented by an attorney licensed to practice law in Illinois, please fill out the following information
(A power of attorney signed by an owner of record or taxpayer is required; otherwise, the complaint will be returned.)

Attorney Name: _____

Firm Name: _____

Telephone: _____

IL ARDC Registration No.: _____

Address: _____

City, State, ZIP: _____

KANE COUNTY
719 Bata
Geneva,
(630) 208-
[www.Kane](http://www.KaneCountyAssessments.org)

Tip: You can get your Parcel Number from your tax bill, your assessment notice, or by calling (630) 208-3818 during regular business hours.

Instructions

- 1. The taxpayer is responsible for reviewing these rules prior to filing a complaint.
- 2. This form must be filed on or before the date of publication required under 35 ILCS 200/12-10.
- 3. All evidence must either be submitted in hard copy with the complaint form, or be submitted electronically at www.KaneCountyAssessments.org no more than 14 calendar days before the filing deadline. The Board will not accept additional written documentation after the filing is made except as provided in the Board's Rules and Procedures.
- 4. Publication dates, filing deadlines and evidence deadlines are available at www.KaneCountyAssessments.org/Deadline.html.
- 5. If the complaint has more than one parcel number, do not use staples or other bindings; use paper clips or binder clips instead.
- 6. Corporate taxpayers and other entities (including LLCs) must be represented by an attorney licensed to practice law in Illinois.
- 7. Instructions for filling out this form are available at www.KaneCountyAssessments.org/AssessmentComplaint.html.
- 8. If the taxpayer asks for an appearance before the Board but fails to appear, the complaint shall be dismissed.
- 9. Questions about this form or the Board's Rules and Procedures may be directed to the Board office at (630) 208-3818.

Section 1: Property Identification (required)

Parcel No. - - -

Property Address: _____

Property City, State, ZIP: _____

Owner of Record: _____

Mailing Address: _____

Mailing City, State, ZIP: _____

Daytime Telephone: _____

Tip: If you have more than one Parcel Number for the same property, you can file one complaint form and identify the other Parcels on the [Multi-Parcel Addendum](#).

Telephone: _____

City, State, ZIP: _____



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Geneva, Illinois 60134-3000
(630) 208-3818
www.KaneCountyAssessments.org



BOARD USE ONLY

This is the name of the owner of record and the mailing address of the owner or taxpayer.

This is the address of the property that is the subject of this complaint.

- 1. The assessment complaint process is governed by www.KaneCountyAssessments.org/rules.pdf. The taxpayer is responsible for reviewing these rules.
- 2. This form must be filed no more than 30 days from the date of publication required under 35 ILCS 200/1-2.
- 3. All evidence must either accompany this complaint form, or be submitted electronically at www.KaneCountyAssessments.org no more than 14 calendar days after final filing deadline. The Board will not accept additional written evidence after the filing deadline. www.KaneCountyAssessments.org/assessment-complaint-deadline.html.
- 4. If the taxpayer asks for an appearance by an attorney, the taxpayer must hire an attorney licensed to practice law in Illinois. www.KaneCountyAssessments.org/AssessmentComplaint.html.
- 5. Questions about this form or the Board's procedures may be directed to the Board office at (630) 208-3818.

Section 1: Property Identification (required)

Owner of Record: John Q. Public Trust

Parcel No. 01-23-45-6-789 Mailing Address: P.O. Box 999

Property Address: 123 Main Street Mailing City, State, ZIP: Anytown, IL 69999

Property City, State, ZIP: Anytown, IL 69999 Daytime Telephone: 630-555-1234

Check all that apply: Property occupied by owner Property occupied by tenant(s) Property is vacant _____ %

Note: All corporate owners/taxpayers must be represented by an attorney licensed to practice law in Illinois.
If owner/taxpayer is represented by an attorney licensed to practice law in Illinois, please fill out the following information
(A power of attorney signed by an owner of record or taxpayer is required; otherwise, the complaint will be returned.)

Attorney Name: _____ IL ARDC Registration No.: _____

Firm Name: _____ Address: _____

Telephone: _____ City, State, ZIP: _____



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Geneva, Illinois 60134-3000
(630) 208-3818

www.KaneCountyAssessments.org



BOARD USE ONLY

Postmark Date _____ Complaint No. _____

Use Code _____ Tax Code _____

Hearing Date _____ Hearing Time _____

Instructions

1. The assessment complaint process is governed by the Board of Review's Rules and Procedures, which can be found at www.KaneCountyAssessments.org/rules.pdf. The taxpayer is responsible for reviewing these rules prior to filing a complaint.
2. This form must be filed no more than 30 days from the date of publication required under 35 ILCS 200/12-10.
3. All evidence must either accompany this complaint form, or be submitted electronically at www.KaneCountyAssessments.org

Check here to indicate if the property is owner-occupied, tenant-occupied, or both; indicate percent vacant if applicable.

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www.KaneCountyAssessments.org/Deadline.html.
er clips instead.
aw in Illinois.
[nt.html](http://www.KaneCountyAssessments.org/Deadline.html).

9. Questions about Rules and Procedures may be directed to the Board office at (630) 208-3818.

Section 1: Property

(Required)

Parcel No. - -

Property Address: 12 Main Street

Property City, State, ZIP: Anytown, IL 69999

Owner of Record: John Q. Public Trust

Mailing Address: P.O. Box 999

Mailing City, State, ZIP: Anytown, IL 69999

Daytime Telephone: 630-555-1234

Check all that apply: Property occupied by owner Property occupied by tenant(s) Property is vacant _____ %

Note: All corporate owners/taxpayers must be represented by an attorney licensed to practice law in Illinois.
If owner/taxpayer is represented by an attorney licensed to practice law in Illinois, please fill out the following information
(A power of attorney signed by an owner of record or taxpayer is required; otherwise, the complaint will be returned.)

Attorney Name: _____ IL ARDC Registration No.: _____

Firm Name: _____ Address: _____

Telephone: _____ City, State, ZIP: _____



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BOARD USE ONLY

Postmark Date _____ Complaint No. _____

Use Code _____ Tax Code _____

Hearing Date _____ Hearing Time _____

Tip: You are not required to have an attorney, but any filing made by an attorney must include a written Power of Attorney or the complaint cannot be accepted.

Instructions:

4. Publication notice deadlines are available at www.KaneCountyAssessments.org/Deadline.html.
5. If the complaint is filed by an attorney, the attorney must not use staples or other bindings; use paper clips or binder clips instead.
6. Corporate taxpayers (including LLCs) must be represented by an attorney licensed to practice law in Illinois.
7. Instructions for filing a complaint are available at www.KaneCountyAssessments.org/AssessmentComplaint.html.
8. If the taxpayer appears before the Board but fails to appear, the complaint shall be dismissed.
9. Questions about this process and Procedures may be directed to the Board office at (630) 208-3818.

Section 1: Property Identification

Parcel No. 01-23 - 789 Owner of Record: John Q. Public Trust

Property Address: 123 Main Street Mailing Address: P.O. Box 999

Property City, State, ZIP: Anytown, IL 69999 Mailing City, State, ZIP: Anytown, IL 69999

Daytime Telephone: 630-555-1234

Check all that apply: Property occupied by owner Property occupied by tenant(s) Property is vacant _____ %

Note: All corporate owners/taxpayers must be represented by an attorney licensed to practice law in Illinois.
If owner/taxpayer is represented by an attorney licensed to practice law in Illinois, please fill out the following information
(A power of attorney signed by an owner of record or taxpayer is required; otherwise, the complaint will be returned.)

Attorney Name: Rahliegh Cheatham, Esq. IL ARDC Registration No.: 1234567

Firm Name: Dewey, Cheatham & Howe Address: 995 Park Ave.

Telephone: 847-555-9876 City, State, ZIP: Anytown, IL 69999

Questions?



Visit

www.KaneCountyAssessments.org

or call (630) 208-3818.