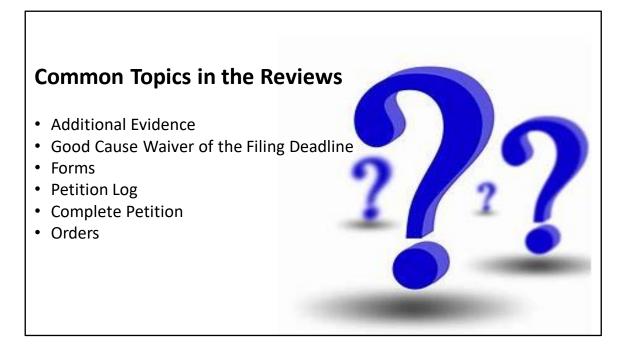


The Department of Revenue is the state agency charged with the responsibility of statewide administration of the property tax system.

The Department's broad authority over county officials in general and local boards of equalization includes:

- Acting as the oversight agency. (RCW's 84.08.010, 84.08.060)
- Administration of state property tax system. (RCW's 84.08.010, 84.08.060)
- Providing education and guidance (RCW's 84.48.042, 84.48.046)





Additional Evidence (RCW 84.48.150 and WAC 458-14-066)

• All parties that wish to submit additional evidence must do so at least 21 business days prior to the hearing.

Good cause waiver of the filing deadline (RCW 84.40.038 and WAC 458-14-056)

- The Board must decide whether to grant or deny a good cause waiver request. This decision is not appealable to the State Board of Tax Appeals (BTA).
- The Board's decision to deny a petition is appealable to the BTA.

Revenue C		Home	Calendar About us Contacts 🗸	
Washington State PROPERTY TAX RESOURCE CENTER	Education 🗸 Forms	& publications	Programs V Laws & rules V	l
Home > Contact us				
Contact us				
Description of Program or Service	Contact	Phone Number	E-Mail Address	_
Property Tax Administration / Policy	Danielle Sullivan, Assistant Director	(360) 534-1403	DanielleS@dor.wa.gov	
Property Tax Program Manager	Mike Braaten	(360) 534-1404	MichaelB@dor.wa.gov	-
General Information / FAX	Receptionist	(360) 534-1400		-
		(360) 534-1380		-
Advisory Appraisals	Sunny Liston	(360) 534-1423	SunnyL@dor.wa.gov	_
Annexation/Boundary Change Rules	Diann Locke	(360) 534-1427	DiannL@dor.wa.gov	
Appraisals & Audits for Ratio Study	Rick Bell	(509) 885-9843	RickB@dor.wa.gov	
Boards of Equalization	Ashleigh Palmer	(360) 534-1383	AshleighP@dor.wa.gov	-
Collection of Taxes/Treasurer Issues	Ras Roberts	(360) 534-1411	RasR@dor.wa.gov	-
Certification of Utility Values to Counties	Frank Dudley	(360) 534-1420	FrankD@dor.wa.gov	-
Code Area/Taxing District Boundary Changes & Maps	Susan Ragland	(360) 534-1369	SusanRa@dor.wa.gov	-
County Performance & Admin Program	Rikki Bland	(360) 534-1428	RikkiB@dor.wa.gov	-
Current Use/Open Space Assessment	Brian Moneymaker	(509) 987-1227	BrianM@dor.wa.gov	

Forms

• If the Board wishes to alter a Department of Revenue form, they must get approval from the Department.

Department's Website

dor.wa.gov

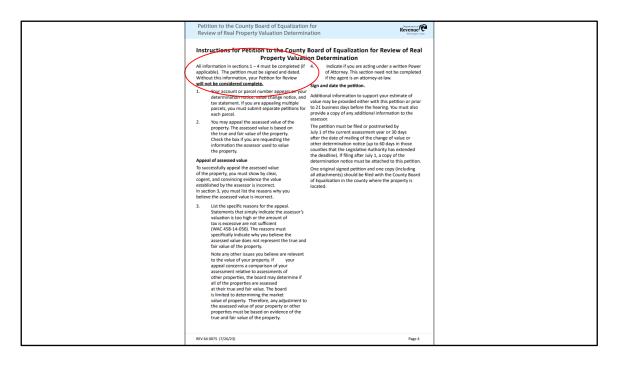
Property Tax Resource Center (PTRC)

propertytax.dor.wa.gov

		1854																				
				PETITIONE	R'S INFO	RMATIC	N				_		Pi	rocess	Dates -	Chrono	logical o	order				
Petition or stati Number appe	mplete physical		Petitioner & Agent & property owner	Mailing Address	City, State, ZIP	Telephone	E-mail	Request Assr valuation info?	Date petition received	Appr	Acknigmnt letter mailed to petn'r	Copy of Petition scanned into OnBase system	Hearing Notice letter Mailed to petnr	Hearing sched e- mailed to assr's office	Original Hearing date	Rescheduled Hearing Date if necessary	Reason for reschedule	Assessor answer packet received	Petnr's addn. info received I Assessor notified I date copg to Onbase	Date hearings agenda posted in Lobby posted on website	Date hoard members notified hearing date published for review	Date BDE decision issued
202x-001																						

Petition Log

• The Clerk should maintain a petition log of all submitted petitions. The log should include the information necessary to track the status of each petition throughout the appeal process.



Complete Petition (RCW 84.40.038 and WAC 458-14-056)

• A petition does not need to include sales to be considered complete.

Department of	Taxpayer Petiti	on to the	Official use only	Petition to the County Board of Equ Review of Real Property Valuation D		Revenue Washington State
Revenue	Taxpayer retrie		Petition:			
Washington State		County	Date received:	3 Specific reasons why you bel	lieve the assessor's value does n	ot reflect the
Form 64 0075	Board of Equaliz	zation for		true & fair market value.		
	Review of Real I	Property				
	Valuation Deter	mination				
of mailing of the change of Legislative Authority has ex	or postmarked by July 1 of the c value or other determination n tended the deadline). If filing al	otice (up to 60 days in those	e counties that the			
be attached to this petition. The undersigned petitions t	the Board of Equalization to cha	inge the valuation of the pro	operty described	Note: Under Washington law, you must prove (RCW 84.40.0301). If this petition concerns in expenses for the past two years and copies of		
below as shown on the asse			r taxes payable in	Other issues relevant to your case:		
	to the amount shown	n in section 2(b) on this form	L.	other issues relevant to your case.		
4						
Owner informat	tion			4 Power of attorney		
Account/Parcel:				If power of attorney has been given, the taxp	must so indicate by signing the statemen	t holow or attaching
Owner:				a signed power of attorney.	ayer must so mulcate by signing the statemen	to below of attaching
Street address:				The person whose name appears as authorize	ed agent has full authority to act on my behal	f on all matter
City:	State:	Zip:		pertaining to this appeal.		
Phone:	Fax:					
May be contact you by ema				Signature of petitioner:		
Name of petitioner or authority	orized agent:			I hereby certify I have read this petition and	that it is true and correct to the best of my k	nowledge
2				Signature of taxpayer or agent:		Date:
2 True & fair value	e			Senatare of aspayer of agent.		bute.
A - Assessor's determinat	tion of true & fair value:	B - Your estimate of	true & fair value			
				5 The property which is the su	biast of this patition	
Land: \$		Land: \$		Check all that apply:	bject of this petition.	
Improvement/Bldgs: \$		Improvement/Bidgs: \$		Farm/Agricultural land	Residential building	
				Residential land	Commercial building	
TOTAL: \$		TOTAL: \$				
				Commercial land	Industrial building	
	e of Value Notice" or other dete		d:	Industrial land	Mobile home	
I request the information th	ne assessor used in valuing my p	property. Yes No		Designated forest land	Open space/Current use land	
To ask about the availabilit	y of this publication in an alter	mate format for the visually	Continued	Other:		
360-705-6705. Teletype (T1	(Y) users may use the WA Relay	Service by calling 711.	impaired, picase can			
REV 64 0075 (7/26/23)			Page 1	REV 64 0075 (7/26/23)		Page 2

Constructions for the form of	Order of the County Board of Equalization	
sustains overrules Assessor's true and fair va Land S Improvements S Minerals S Personal property S Total value S	Land \$ Improvements \$ Minerals \$ Personal property \$	
Chairperson's signature: Clerk's signature: This order can be appealed at PD Box 40915, Oympa, sessessor or the State Board	day of , (year) NOTICE d to the State Board of Tas Appeals by filing a formal or informal ap WA 9850-4035 or at their website at <u>its way apprinted subfictors</u> at or mailing of their order. The appeal forms are available from etit of Tas Appeals. yor d this publication in an alternate format for the visually impaire (Y) users may use the WA Relay Service by calling 711.	ns-publications/ ther your county

Orders (RCW's 84.48.010, 84.08.130 and WAC 458-14-116)

• The Board must include the hearing date on orders.

<section-header>BOE Review Schedule20242025Asotin2025CowlizAdamsCowlizCowliasDouglasColumbiaFranklinSafersonKitsapSpokaneLewisSpokaneSnohomishSpokaneWahiakumWitiman