

MADISON COUNTY BOARD OF REVIEW

157 N. Main – Suite 222

Edwardsville, IL 62025

692-6210

**GUIDELINES FOR FILLING OUT FARM APPEAL FORMS FOR THE
BOARD OF REVIEW**

You have 30 days from the date of publication or until September 10th, whichever is later, to file your complaint with the Board of Review.

The complaint form must be filled out by the property owner or their attorney. **A separate complaint form must be filed for each parcel.** All current farm assessment data is available from the Chief County Assessment Officer's Office.

The complaint form is to be filled out in triplicate. The property owner keeps one copy and files two with the Board Of Review. Copies of additional evidence should be included, unless an extension of time is requested in writing and approved by the Board. No additional evidence will be accepted the date of the hearing.

An Agricultural Assessment Application, prior two years IRS form with Schedule C or F and an ASCS-578 Report with Aerial Map from the Madison County Farm Service (656-7300) **must** be submitted with your complaint. If you are contesting the assessment on your building, you must submit copies of your property record card and photos of buildings showing age, and if new, cost of construction.

Data for completion of the reverse side is available from the Chief County Assessment Officer's Office in Edwardsville.

**NOTE: FAILURE TO COMPLELTE THE APPELLANTS CLAIM WILL
RESULT IN RETURN OF COMPLAINT.**