

How Do I Appeal My Assessment?

Should I appeal my assessed value?

The first question you need to ask yourself is: What is the market value of my home?

If you've looked at recent sales or other available information and decided your assessed value is more than it could be sold for, you have two appeal options. With both these options, the more information you provide the better your chances are for a change in the assessed value.

- **Option 1:** Contact the city assessor or county assessor's office and ask for an informal review of the value. Each office handles this a little bit differently, but this usually starts with a telephone call. In a few minutes we can review the information you have, discuss facts and property specifics with you, and get your contact information. If it's been awhile since we were at your property, we might ask if we can refresh our listing information by a re-inspection of the property with you. We'll then search for comparable sales or other information that will help us determine if the property is over-assessed. The final step in this process is for us to re-contact the owner and explain the results of the more in-depth review. If a change is recommended by our office and you agree with that value, we will guide you through the paperwork to complete the change.
- **Option 2:** File an appeal with the Board of Review. This is a more formal process and requires the owner to file paperwork to be considered for a reduction. Board of Review members are private citizens and are not affiliated with our office. They hold hearings where they weigh the evidence that was submitted with the appeal and decide if the assessment should be lowered. The appeal form is linked here:
[https://tax.iowa.gov/sites/default/files/2020-01/PetitionLocalBoardReviewRegularSession\(56064\).pdf](https://tax.iowa.gov/sites/default/files/2020-01/PetitionLocalBoardReviewRegularSession(56064).pdf)

After completing the appeal form, where do I send it?

If you live inside Dubuque City limits, send it to the Dubuque City Assessor.

If you live anywhere else in the county, send it to the Dubuque County Assessor

What information should I include to show a value reduction is needed?

Recent sales of similar property are the strongest evidence of market value. All sale information is searchable on our website www.DubuqueAssessor.org. This website can be a valuable tool if you want to appeal your assessed value. Photographs of needed repairs or contractors quotes to repair damage is another type of evidence that can be helpful in an appeal. The "For sale" asking price of homes like yours is another type of information that shows the upper limit of value.

Where do I start?

No matter which appeal option you choose, a phone call to the assessor's office is your first step. Currently our offices are closed to the public due to COVID-19, but we're still answering the phone and answering taxpayer questions. A second option is to email us. If you email us, please include all your contact information and the property address or parcel number. Our contact information is below.

For parcels inside Dubuque City limits:

Dubuque City Assessor
Dubuque County Courthouse
720 Central Ave
Dubuque, IA 52001
Phone 563-589-4416
Email Troy.Patzner@DubuqueCounty.us

For parcels in other cities or rural areas:

Dubuque County Assessor
Dubuque County West Campus
1225 Seippel Road
Dubuque, IA 52002
Phone 563-589-4432
Email Dave.Kubik@DubuqueCounty.us