

Property Tax Assessment Correction Request

Date: [Insert Date]

To: [Insert Property Tax Office/Authority Name]

Address: [Insert Address of Property Tax Office]

City, State, Zip: [Insert City, State, Zip]

Subject: Request for Correction of Property Tax Assessment

Dear [Insert Recipient's Name],

I am writing to formally request a correction to the property tax assessment for the property located at [Insert Property Address]. The property is managed by [Insert Property Management Company Name].

Upon reviewing the recent assessment, I believe there are discrepancies that affect the valuation of the property. Specifically, [describe the specific errors or reasons for correction, such as incorrect property size, condition, or comparable market analysis].

I have attached relevant documents, including [list any attachments, such as appraisal reports, photographs, and prior tax assessments] to support this request.

I kindly ask that you review this information and reconsider the tax assessment for this property. I would appreciate the opportunity to discuss this matter further at your convenience.

Thank you for your attention to this issue. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company Name]

[Phone Number]

[Email Address]