

PROTEST INSTRUCTIONS  
READ INSTRUCTIONS CAREFULLY  
**THIS FORM MUST BE ATTACHED TO YOUR PROTEST**

- 1) If you do not agree with your valuation, you may file a protest. The person filing this protest must be the owner of the property or authorized to protest on behalf of the owner. If the protest is if being filed on behalf of the owner, authorization to do so must be provided with the protest. If you file a protest, please take the time to read “How the Assessor’s Office Sets Your Valuation 2023”.
- 2) If no protest is filed, the value stated on this notice is final.
- 3) If you inquire at the Assessor’s office, please bring the “2022 Notice of Valuation” with you.
- 4) You will only receive a notice of value on properties that have changed value. If the value stayed the same as last year you will not get one for that property.
- 5) Protests must be limited to valuation only. If you protest your taxes your protest will be thrown out. You protest taxes at the various political subdivisions budget hearings in September/October.
- 6) Each property must be filed on its own Protest form.
- 7) To obtain a protest form online go to [http://www.co.webster.ne.us/webpages/assessor/sales\\_files.html](http://www.co.webster.ne.us/webpages/assessor/sales_files.html) choose Property Valuation Protest 422A, OR contact the Assessor’s Office at 402-746-2717 or email [webcoassr@hotmail.com](mailto:webcoassr@hotmail.com) and request a form, we will get the form sent out to you.
- 8) WHAT THE PROTEST MUST CONTAIN; All protests must contain a concise statement of the following information: Name and address of owner of record, Legal description of real property, Property Identification Number (aka Parcel number), Protested Valuation (from Notice of Valuation Change), Requested Valuation (the valuation you feel the property would sale for), and Statement of reason or reasons why reduction in value should be made. Failure to fill in these portions of the protest will result in your protest being dismissed by the Webster County Board of Equalization. Nebraska Rev. State Statute 77-1502(2). FAILURE TO PROVIDE THE ABOVE INFORMATION WILL RESULT IN A PROTEST BEING AUTOMATICALLY DISMISSED.
- 9) If you are protesting your agricultural / horticultural land valuation you must supply FSA and/or NRD records and/or Bostwick records. This includes a map and acre counts / usage. Without this information no changes will be made to your property.
- 10) If you are protesting residential or commercial property you must allow the Assessor’s Office interior access to all buildings and home. Without this access no changes will be made to your property.
- 11) It is your responsibility to prove that you could not get the assessed value for your property.
- 12) Completed forms must be received or postmarked no later than June 30, 2023 with the County Assessor’s Office at 621 N Cedar Street, Red Cloud NE 68970, email

webcoassr@hotmail.com, or fax, 402-746-2715, these forms to our office. If June 30th falls on a weekend or a holiday, the protest may be filed on the next business day.

13) All documents supporting your protest should be attached to this protest. If you obtain additional relative information that you wish to submit you may file these with the Assessor's Office prior to your hearing or you may submit evidence the day of your hearing. If your Evidence is not in hard copy, please supply a USB prior to your hearing so that the Assessor's office can print out the information. If you mail it the office with your Protest, we will print it and return your USB.

14) Protests must be filed from June 1 to June 30, 2023; early or late filing of the protest will be thrown out.

15) Once filed, your protest will be scheduled for a hearing date and time. You are not required to appear. However, you are welcome to appear. NO DECISION will be made at this hearing. Once all hearings are complete the board will make their decisions. They must make this decision on or before July 25, 2023. They then have 7 days to notify you of their decision.

16) You do not have to appear for the CBOE to consider all evidence presented.

Yes, I wish to appear before the CBOE

Yes I wish to schedule a ZOOM hearing

No I do not wish to appear before the CBOE

17) The County Board of Equalization meets for the purpose of reviewing and deciding written protests on the below dates. Please indicate desired hearing time; we will try our best to accommodate your preference.

June 20th we will start appointments at 1:00 PM and work forward in increments of 5 minutes.

July 11th we will start appointments at 1:00 PM and work forwards in increments of 5 minutes.

July 18th we will start appointments at 1:00 PM and work forward in increments of 5 minutes.

Sign \_\_\_\_\_ Date \_\_\_\_\_