



Department of Assessment

128 East Buffalo Street

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FOR IMMEDIATE RELEASE

Date: February 5, 2004

Pages: 3

Re: Tompkins County Department of Assessment to mail Assessment Disclosure Notices

The Tompkins County Department of Assessment will mail out Assessment Disclosure Notices to all property owners within Tompkins County starting February 6th.

In an effort to maintain a fair and equitable assessment roll through the Continual Equity Maintenance Program the Department of Assessment has adjusted the assessment on approximately 22,312 parcels to reflect 100% fair market value.

The Assessment Disclosure Notice informs property owners of the effect that the 2004 Continual Equity Maintenance Program will have on their individual tax liability. The Assessment Disclosure Notice holds levies and apportionments constant from the previous year and adjusts tax rates based upon the preliminary taxable value of each taxing jurisdiction. The amounts shown on the Disclosure Notices is only an estimate and it is for informational purposes only. The notice is neither an advisement of a refund nor a notification of a pending tax liability.

The Department of Assessment will stagger mailings to facilitate equal opportunity for property owners across the county to schedule appointments for a disclosure hearing. The hearings for each municipality will be restricted to the assigned weeks as is stated on the Disclosure Notices. Property owners who disagree with their preliminary assessments can schedule an appointment by calling **274-5456**. They should be prepared to provide relevant, written information to the appraiser staff regarding the market value of their property, for later review.

The Department of Assessment will be conducting three informational sessions titled "Understanding the Assessment Process" during the upcoming weeks. These classes, the will define the department's mission, explain what a property owner should do at a Disclosure Hearing and demonstrate how a tax rate is developed. At the end of each session, the Department of Assessment will take questions from the public, but it will not do any individual property reviews at that time.

The timetable of the mailings, the weeks that each municipality can schedule a hearing and the dates of the informational sessions are listed on the following sheets.

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