



City of Methuen, Massachusetts

Office of The Assessor

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Stephen N. Zanni
Mayor

Michele M. Mastrangelo, MAA
City Assessor

Janet McLennan, Chairman
Board of Assessors

Arthur J. Fyfe
Board of Assessors

Thomas J. Hoye
Board of Assessors

Acknowledgement of Receipt of Abatement Application

And

Guidelines As Provided Under Chapter 59 Section 61A

The undersigned Property Owner or Designee acknowledges the receipt of an Application for Abatement of Real Property or Personal Property Tax for FY 2017.

The undersigned also acknowledges receipt of an instruction letter and copy of appraisal guidelines.

The undersigned also agrees to comply with provisions as stated under MGL (Massachusetts General Laws) Chapter 59 Section 61A. "A person applying for an abatement of tax on real estate or personal property shall upon request, furnish under oath such written information as may be reasonably required by the Board of Assessors to determine the actual Fair Cash valuation of the property" "**including but not limited to**, income and rents received, and the expenses of maintaining such property. *Failure* of the applicant to comply with the provisions of this section within 30 days after such request shall bar him from any statutory appeal under this chapter..." This does include any property appraisals that may have been done for financing purposes as well as any new appraisals that are requested by the Board of Assessors. The Board of Assessors considers a property appraisal sufficient and pertinent information in establishing full fair market value. All appraisals, which have been completed for establishing a full fair market value, must be in compliance to the Uniform Standards of Professional Practice.

Property Owner/Designee: _____

Property Address: _____

Parcel Identification: _____

Property Owner/Designee Signature: _____

Date Received by Owner/Designee: _____