

**Town of Tewksbury**

ASSESSORS' USE ONLY
Date Received
Application No.

NAME OF CITY, TOWN OR DISTRICT

Fiscal Year 20\_\_\_\_

**APPLICATION FOR ABATEMENT OF:**  **REAL PROPERTY TAX**  
 **PERSONAL**

**MASS. General laws Chapter 59, Section 59**  
**THIS APPLICATION IS NOT OPEN TO PUBLIC INSPECTION.**  
(See General Laws Chapter 59, Section 60.)

**Must be filed with Assessors not later than due date of first actual (not preliminary) tax payment for the fiscal year.**

**1. TAXPAYER INFORMATION**

A Name(s) of Assessed Owner: \_\_\_\_\_

B. Name(s) and Status of Applicant (if other than Assessed Owner): \_\_\_\_\_

Subsequent Owner (Acquired Title After January 1 on \_\_\_\_\_ 20\_\_\_\_)

Administrator/Executor     Mortgagee     Lessee     Other. Specify \_\_\_\_\_

C. Mailing Address and Telephone No.:

\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Address

Tel. No.

D. Soc. Sec. / Taxpayer ID No. (optional):

E. Amounts and Dates of Tax Payments:

**2. PROPERTY IDENTIFICATION: Complete using information as it appears on tax bill.**

A. Tax Bill No.:

B. Assessed Valuation: \$ \_\_\_\_\_

C. Location:

No. Street

Zip

D. Description: \_\_\_\_\_

Real:

Parcel Identification No. (Map-Block-Lot)

Land Area

Class

Personal:

Property Type(s)

**3. REASON (S) ABATEMENT SOUGHT: Check reason(s) an abatement is warranted and briefly explain why it applies. Continue explanation on attachment if necessary.**

Overvaluation

Incorrect Usage Classification

Disproportionate Assessment

Other Specify:

Applicant's Opinion of Value: \$ \_\_\_\_\_ Value \_\_\_\_\_ Class \_\_\_\_\_

Explanation: \_\_\_\_\_

**4. SIGNATURES:**

SUBSCRIBED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_, UNDER THE PENALTIES OF PERJURY.

SIGNATURE OF APPLICANT \_\_\_\_\_

IF NOT AN INDIVIDUAL, SIGNATURE OF AUTHORIZED OFFICER \_\_\_\_\_

Title

(Print or Type) Name

Address

Tel. No.

IF SIGNED BY AGENT ATTACH COPY OF WRITTEN AUTHORIZATION TO SIGN ON BEHALF OF TAXPAYER.  
 THE FILING OF THIS FORM DOES NOT STAY THE COLLECTION OF YOUR TAXES. TO AVOID LOSS OF APPEAL RIGHTS  
 OR ADDITION OF INTEREST AND OTHER COLLECTION CHARGES, THE TAX SHOULD BE PAID AS ASSESSED.

See Reverse Side for Important Information

## TAXPAYER INFORMATION ABOUT ABATEMENT PROCEDURE

**A. REASONS FOR AN ABATEMENT.** An abatement is a reduction in the tax assessed on your property for the fiscal year. TO DISPUTE YOUR VALUATION OR ASSESSMENT OR TO CORRECT ANY OTHER BILLING PROBLEM OR ERROR THAT CAUSED YOUR TAX BILL TO BE HIGHER THAN IT SHOULD BE, YOU MUST APPLY FOR AN ABATEMENT.

You may apply for an abatement if your property is : 1) overvalued (assessed value is more than fair cash value on January 1 for any reason, including clerical and data processing errors or assessment of property that is non-existent or not taxable to you), 2) disproportionately assessed in comparison with other properties, 3) classified incorrectly as residential, open space, commercial or industrial real property, or 4) partially or fully exempt.

**B. WHO MAY FILE AN APPLICATION:** You may file an application if you are: 1) the assessed or subsequent (acquiring title after January 1) owner of the property, 2) the owner's administrator or executor, 3) a tenant paying rent who is obligated to pay more than one-half the tax, 4) a person owning or having an interest in or possession of the property. or 5) a mortgagee if the assessed owner has not applied. In some cases, you must pay all or a portion of the tax before you can file.

**C. WHEN AND WHERE APPLICATION MUST BE FILED.** Your application must be filed with the Board of Assessors on or before the date the first installment payment of the actual tax bill mailed for the fiscal year is due, unless you are a mortgagee (if so, your application must be filed between September 20 and October 1). Actual tax bills are those issued after the tax rate is set. Applications filed for omitted, revised or reassessed taxes must be filed within 3 months of the date the bill for those taxes were mailed. THESE DEADLINES CANNOT BE EXTENDED OR WAIVED BY THE ASSESSORS FOR ANY REASON. IF YOUR APPLICATION IS NOT TIMELY FILED, YOU LOSE ALL RIGHTS TO AN ABATEMENT AND THE ASSESSORS CANNOT BY LAW GRANT YOU ONE. AN APPLICATION IS FILED WHEN RECEIVED BY THE ASSESSORS.

**D. PAYMENT OF TAX.** Filing an application does not stay the collection of your taxes. In some cases, you must pay the tax when due to appeal the assessor's disposition of your application. Failure to pay the tax assessed when due may also subject you to interest and charges and to collection action. To avoid any loss of rights or additional charges, you should pay the tax as assessed. If an abatement is granted and you have already paid the entire year's tax as abated, you will receive a refund of any overpayment.

**E. ASSESSOR'S DISPOSITION:** Upon applying for an abatement, you may be asked to provide the assessors with written information about the property and to permit them to inspect it. Failure to provide the information or permit an inspection within 30 days of the request may result in the loss of your appeal rights.

The assessors have 3 months from the date your application is filed to act on it unless you agree in writing before that period expires to extend it for a specific time. If the assessors do not act on your application within the original (or extended) period, it is deemed denied. You will be notified in writing whether an abatement has been granted or denied.

**F. APPEAL:** You may appeal the disposition of your application. The disposition notice will provide you further information about the appeal procedure and deadline.

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### DISPOSITION OF APPLICATION (ASSESSOR'S USE ONLY)

I & E Ch. 59, Sec. 61A Return: Date Sent:/Given: _____  Date Returned: _____  On-Site Inspection: Date: _____  By: _____  Data Change _____  Valuation _____	GRANTED  DENIED  DEEMED DENIED  Date Voted/ Deemed Denied: _____  Certificate No. _____  Date Cert./ Notice Sent: _____  Appeal _____  Date Filed _____  Decision _____  Settlement _____	Assessed Value: _____  Abated Value _____  Adjusted Value _____  Assessed Tax _____  Abated Tax _____  Adjusted Tax _____ <p style="text-align: center;"><b>BOARD OF ASSESSORS</b></p> _____ _____ _____ Date _____
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