

PLACE
STAMP
HERE

**PETITION FOR REVIEW OF EXEMPTIONS/
AGRICULTURAL CLASSIFICATIONS
2011**

TO: _____

IMPORTANT NOTICE: A separate petition is required for each FOLIO number (each property) under appeal. Each petition **must** be accompanied by the non-refundable filing fee or it will be deemed invalid and rejected. Unless the petitioner is an eligible recipient of temporary public assistance under Chapter 414, F.S., and submits a certificate issued by the Department of Children and Family Services reflecting such eligibility at the time of filing, the petitioner must pay to the Clerk of the Value Adjustment Board ("VAB") the related filing fee for each separate parcel of property filed.

NOTE: NO FILING FEE IS REQUIRED FOR PETITIONS COVERING DENIALS OR REVOCATIONS OF HOMESTEAD EXEMPTION OR TAX DEFERRAL APPLICATIONS (INCLUDING SR. CITIZEN HOMESTEAD EXEMPTIONS). HOWEVER, AGRICULTURAL CLASSIFICATIONS AND NON-HOMESTEAD EXEMPTIONS, INCLUDING TOTAL & PERMANENT DISABILITY, WIDOW/WIDOWER AND DISABILITIES (VETERAN & CIVILIAN) MUST PAY THE FILING FEE.

The statutory deadline for the filing of this petition (i.e. received by the Clerk) is on or before August 1, 2011, or such other date as may be indicated in the Property Appraiser's notice of denial of exemption or agricultural classification. The filing of this petition does not prevent the taxpayer from paying the taxes on a timely basis to avoid the possible assessment of interest and penalties if the appeal is denied. Petitions postmarked prior to but received after the statutory deadline will be identified as "filed late".

If agent other than a Florida attorney, C.P.A. or licensed real estate appraiser, broker or sales associate has been designated to file this petition and represents owner, the owner must sign the petition or written confirmation of such agency, signed by owner, must be attached to the petition.

FEES

- \$15.00 per folio number/property, except for homestead exemption (including Sr. Citizen homestead exemption) denials and revocations, or homestead tax deferral denials.
(Make checks payable to **Clerk of the VAB.**)

NOTE: If you are an eligible recipient of temporary public assistance under Chapter 414 of the Florida Statutes, obtain and submit a copy of the certificate issued by the Department of Children and Family Services at the time of filing for waiver of filing fees.

DELIVER OR MAIL YOUR PETITION TO THE FOLLOWING LOCATION:

- Stephen P. Clark Center
111 N.W. 1st Street
Suite 1720
Miami, FL 33128-1981

MIAMI-DADE COUNTY
VALUE ADJUSTMENT BOARD

Phone: 305-375-5641

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You have the right to an informal conference with the property appraiser. This conference is not required and does not change your filing due date. You can present facts that support your claim and the property appraiser can present facts that support the correctness of assessment. To request a conference, contact your county Property Appraiser. For portability of homestead assessment difference, use Department of Revenue form DR-486PORT. For deferrals or penalties, use DR-486DP. See Taxpayer Information Sheet (for "Exemption and Agricultural Classification Cases") and page 1 for statutory filing deadline for this petition, and filing fee requirements.

1. ENTER ONLY ONE (1) FOLIO NUMBER PER PETITION FORM

(Please print or type)

ENTER 

REAL ESTATE FOLIO NUMBER

Grid for Real Estate Folio Number: 12 columns, 3 shaded columns at positions 4, 7, and 10.

PROPERTY ADDRESS: _____ APT/SUITE: _____
(If property has no address, enter Legal Description if known.)

OR 

PERSONAL PROPERTY FOLIO NUMBER

Grid for Personal Property Folio Number: 8 columns, 1 shaded column at position 3.

BUSINESS NAME: _____ ADDRESS: _____

2. PROPERTY

OWNER'S NAME: _____

MAIL NOTICE TO (Check one): OWNER OWNER'S AGENT

NAME: _____

PROFESSIONAL AGENTS ONLY
Enter your Agent # here:

ADDRESS: _____ APT/SUITE: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONES - HOME: _____ WORK: _____ Amount of time estimated for hearing ... minutes _____

The VAB is not bound by the requested time. For single joint petitions for multiple parcels, provide the time needed for the entire group.

Please indicate any date(s) on which you or your witnesses will not be available to attend a hearing: _____

- I will not attend the hearing but would like my evidence considered. In this instance only, you must submit duplicate copies of your evidence to the value adjustment board clerk. Florida law allows the property appraiser to cross examine or object to your evidence. The VAB special magistrate ruling will occur under the same statutory guidelines as if you were present.
- I am filing this petition after the petition deadline. I have attached a statement of the reasons I filed late and any documents that support my statement. You have the right to exchange evidence with the property appraiser. To initiate the exchange, you must submit your evidence directly to the property appraiser at least 15 days before the hearing and request the property appraiser's evidence. At the hearing, you have the right to have witnesses sworn.

3. COMPLETE THIS SECTION IF REQUESTING A TAX EXEMPTION FOR:

- RELIGIOUS LITERARY CHARITABLE EDUCATIONAL SCIENTIFIC
- GOVERNMENTAL PARENTAL LIVING QUARTERS OTHER (describe) _____

4. COMPLETE THIS SECTION IF REQUESTING A HOMESTEAD, WIDOW/WIDOWER, OR DISABILITY EXEMPTION

Check appropriate box:

- EXEMPTION TYPE: Homestead Sr. Citizen Widow/Widower Veteran Disability Civilian Disability
- DISABILITY TYPE: Quadriplegia Paraplegia Hemiplegia Legal Blindness Total & Permanent use of Wheelchair

5. COMPLETE THIS SECTION IF APPLYING FOR AGRICULTURAL CLASSIFICATION

Was application filed on or before March 1? Yes No. Date Purchased: _____ Type of agricultural use: _____

Check box if property leased: Total agricultural acreage: _____ Total acreage: _____

6. SIGNATURE AND CERTIFICATION SECTION

Under penalties of perjury, I declare that I have read the foregoing petition and that the facts stated in it are true. If I am signing and filing this petition as an agent of the taxpayer/owner, I further certify that I am duly authorized to do so and agree to act as the taxpayer/owner's agent for service of process under F.S. 194.011(3)(g).

Signature, taxpayer _____ Print name _____ Date _____

Signature, agent _____ Professional license number or FBN _____ Date _____

A petition filed by an unlicensed agent must be signed by the taxpayer or include written authorization from the taxpayer.

Clerk's Certification: A cashier's receipt will be issued to the taxpayer/petitioner by the Clerk of VAB at the time of the filing of this petition, which shall constitute evidence of such filing for all purposes. (Note: the canceled check shall also be proof of payment in lieu of cashier's receipt.) Said receipt shall also constitute the Clerk's certification that a copy of this petition will be furnished to the Property Appraiser. Your petition will not be complete until you pay the required filing fee. When the VAB has reviewed and accepted the petition, it will be assigned an Agenda number for purposes of identification to be used throughout the appeal process.

FILE THIS PAGE WITH THE VAB