Office use only: **Hearing:** **NO** **YES**

Appeal # _____ Hearing Date _____

Hearing Time _____

KENDALL COUNTY BOARD OF REVIEW

504 S. Main St. Yorkville, IL 60560 (630-553-4146)

Commercial/Industrial ASSESSMENT APPEAL FOR YEAR January 1, 2026

_____-_____-_____-_____ (ONE PARCEL PER FORM)

PROPERTY INDEX NUMBER (PIN)

FILING THIS APPEAL IS **NOT** A PROTEST OF TAXES. THS APPEAL ASSURES YOU OF A HEARING RELATIVE TO THE ASSESSMENT OF YOUR PROPERTY AS PLACED BY THE TOWNSHIP ASSESSOR AND/OR SUPERVISOR OF ASSESSMENTS.

PROPERTY ADDRESS_____**DATE**_____**PHONE**_____

OWNER NAME_____**EMAIL**_____

ADDRESS_____**BUSINESS PHONE**_____

CITY /ZIP CODE_____**TOWNSHIP**_____

Prior/Pending PTAB _____ (year).

Reason for appeal:

- ☐ Recent Sale
- ☐ Fair Market Value (Comparable Sales)
- ☐ Uniformity (Assessment Equity)
- ☐ Intervener

PURCHASE PRICE $_____**Date**_____

CLASS:

- ☐ Commercial
- ☐ Industrial
- ☐ APTS ☐ Vacant Land
- ☐ RENTAL-Rent/Month $_____

What do you think the FAIR MARKET VALUE of your property should be?

$_____

(Fair market value of property, as of January 1, 2026.)

PROPOSED PROPERTY ASSESSMENT

DIVIDED BY 3 = $_____

(Divide fair market value by 3 to equal your proposed assessment.)

If the above information is not filled out, the Board of Review will assume the assessment reduction request is less than $100,000.

THE Commercial/Industrial GRID SHEET ON PAGE 2 MUST BE FILLED OUT AND SUBMITTED WITH APPEAL.

Oath: I do solemnly confirm that the statements made and the facts set forth in the foregoing complaint are true and correct to the best of my knowledge.

OWNERS/INTERVENERS SIGNATURE_____

☐ **I WISH TO APPEAR AT THE HEARING. Please notify me by mail of my designated hearing date and time.**

☐ **OWNER WILL NOT APPEAR; ATTORNEY WILL APPEAR.**

☐ **I WILL NOT APPEAR AT THE HEARING. I request the Board make a decision based on the evidence submitted. I understand that I will NOT receive a hearing notice but will receive notice of the Board's decision.**

If the owner is represented by an attorney, the owner's signature or a separate letter of authorization is required to be submitted at the time of filing. Failure to provide proper signatures or authorization with this filing will result in no scheduled hearing.

ATTORNEY'S NAME _____ **ATTORNEY'S SIGNATURE** _____

(PLEASE PRNT)

ADDRESS _____

(Street Address) (City) (State) (Zip) (Phone)

IL ARDC Registration No._____ **Email** _____

Office use only:

PRESENT ASSESSMENT (AS OF JANUARY 1, CURRENT YEAR)

LAND_____

BUILDING_____

TOTAL_____

Office use only:

ACTION OF BOARD OF REVIEW

LAND_____

BUILDING_____

TOTAL_____

COMMERCIAL/INDUSTRIAL COMPARISON GRID

Please complete the Commercial/Industrial Comparison Grid. Information necessary to complete this form is available from your local township assessor, and from your own firsthand knowledge of comparable properties. A copy of your information will be sent to your local assessor.

	Subject Property	Comparable #1	Comparable #2	Comparable #3
1. (PIN) Parcel ID Number				
2. Street Address				
3. Total Building Square Feet				
4. Site Size/Acreage				
5. Number of stories				
6. Exterior Construction				
7. Age of Property				
8. Office Space Square Feet				
9. Warehouse space				
10. Loading Dock				
11. Sprinkler System				
12. Site Improve-ments				
13. Ceiling Height				
14. Date of sale				
15. Sale Price				
16. Land Assessment				
17. Building Assessment				
18. Total Assessment				
19. Price per square foot (Building Assessment, line 17, divided by Total Sq feet on line 3.)				

KENDALL COUNTY BOARD OF REVIEW

Glossary of Terms for Commercial/Industrial Comparison Grid

Please select properties that are similar to the subject property in an appeal. Also, select comparable properties that are from the same subdivision, neighborhood, or located in the same general area as the subject property. The most accurate information relative to the value of comparable property is available from your local township assessor's office.

1. **Property Index Number-** This is the number that is used to identify your property. It appears on your assessment notice as well as your tax bill.
2. **Street Address-** The common address used for your property.
3. **Total building square feet-** The **above ground square footage** of the structure, as measured from the **exterior** of the building. This is the standard used in the assessing/appraisal industry.
4. **Site size/Acreage-** Please indicate the size of the site for example, "1.25 acres", or "75 X 125".
5. **Number of Stories-** *This is also a very important criterion. Please indicate the number of stories of the structure.*
6. **Exterior-** The finish on the exterior of the building. For example, Precast, steel masonry etc. are common exterior finish types.
7. **Age of Property-** The approximate year the building was built.
8. **Office space square feet-** The **square footage** of the office space.
9. **Warehouse space square feet-** The **square footage** of warehouse space.
10. **Loading Dock-** Please indicate the number of loading docks.
11. **Sprinkler system-** Please indicate "yes" or "no" If the building has a sprinkler system.
12. **Site improvements -** Please indicate any other improvements ex. Basement, Parking lots, fencing etc.
13. **Ceiling Height-** Please indicate Height, in feet, from ground to ceiling.
14. **Date of Sale-** This is the date of sale of the property.
15. **Sales price-** This is the amount paid for the property on the above sale date.
16. **Land Assessment-** This is the current assessed value for the land portion of your property. This can be found on the assessment notice, in the publication notice, or the county or township website.
17. **Building Assessment-** This is the current assessed value for the building portion of your property. This also can be found on the assessment notice, in the publication notice, or the county or township website.
18. **Total Assessment-** The total of both the land and the building assessments.
19. **Price Per Square Foot-** You can find the price per square foot by taking the building assessment from line 17 and dividing it by the Total square footage on line 3. This result gives the Board of Review a picture of whether your property is being assessed in a uniform manner with like properties.