

**BOARD OF ASSESSMENT REVIEW (BAR) INSTRUCTIONS FOR THE 2020 ROLL- see detailed sheet of changes for 2020 based on restrictions for access to Amherst Town hall based on the COVID-19 pandemic**

- APPLICATIONS AVAILABLE AT THE ASSESSOR'S OFFICE BEGINNING MAY 7<sup>th</sup> 2020 OR PRINT FROM TOWN WEB SITE AT [www.amherst.ny.us](http://www.amherst.ny.us), THEN GO TO ASSESSOR'S PAGE.
- TO SCHEDULE A PHONE HEARING, PLEASE CALL (716) 631-7038, AFTER MAY 7 TH.
- IF A NON - HEARING IS REQUESTED, YOUR APPLICATION MUST BE ON FILE BY MAY 26<sup>th</sup>, 2020 AT 8:00 PM.

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**FOR COMMERCIAL / VACANT LAND CHALLENGES**

- 1) COMPLETE FORM RP-524 (3/09)-INSTRUCTIONS TO COMPLETE INCLUDED IN FORM RP-524-Ins (3/09)

**NUMBERS 2-4 BELOW ARE NOT MANDATORY, BUT IF COMPLETED WILL ASSIST THE BOARD IN EVALUATING YOUR PROPERTY**

- 2) SUPPLY DOCUMENTS AND COMPLETE "COMMERCIAL PROPERTY SAMPLE I&E DATA TOWN OF AMHERST"
- 3) FILL IN FORM TITLED "ASSESSMENT REVIEW APPLICATION COMMERCIAL"-ALONG WITH COMPARABLES USE
- 4) IF VACANT LAND, FILL IN FORM TITLED "ASSESSMENT REVIEW APPLICATION LAND"-ALONG WITH COMPARABLES USED

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**FOR RESIDENTIAL CHALLENGES**

- 1) COMPLETE FORM RP-524 (3/09)-INSTRUCTIONS TO COMPLETE INCLUDED IN FORM RP-524-Ins (3/09).

**NUMBERS 2-3 BELOW IS NOT MANDATORY, BUT IF COMPLETED WILL ASSIST THE BOARD IN EVALUATING YOUR PROPERTY**

- 2) FILL IN FORM TITLED "ASSESSMENT REVIEW APPLICATION RESIDENTIAL"-ALONG WITH COMPARABLES USED.

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**FOR CONDOMINIUM CHALLENGES**

- 1) IF PROPERTY HAS CONDOMINIUM OWNERSHIP ,FILL IN FORM TITLED "ASSESSMENT REVIEW APPLICATION RESIDENTIAL WITH CONDOMINIUM STATUS"