



Appeals Coordinator

A Division of Administrative Services Department

East Wing Courthouse • 2025 14th Street, 1st Floor • Boulder, Colorado 80302 • Tel: 303.441.4590 • Fax: 303.441.4524
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306 • www.bouldercounty.org

PETITION FOR ARBITRATION FROM A DECISION OF THE BOULDER COUNTY BOARD OF EQUALIZATION

- 1) _____ is the Property Owner or
Authorized Tenant of property located in Boulder County, Colorado, with
an address of _____,
an account name of _____, and
an account number of _____.

- 2) I received a written decision from the Boulder County Board of Equalization (BOE) regarding my
property tax appeal and wish to appeal that decision by submitting the appeal to binding arbitration,
pursuant to C.R.S. §39-8-108.5. **I have attached a copy of the decision letter from the BOE.**

☐ I request that the value be changed to \$_____.

The current actual value, as determined by the BOE, is \$_____.

☐ I request that the classification be changed to_____.

The current classification, as determined by the BOE, is_____.

My reasons for this change (attach separate pages if necessary):

- 3) I understand that I must choose an arbitrator from the list maintained by the Appeals Coordinator
within 30 days of that list being made available to me.
- 4) I understand that a hearing must occur within 60 days of the date the arbitrator is selected, unless the
parties waive this deadline in writing.
- 5) I understand that I must exchange with the Board of Equalization:
- a. All evidence and the names of witnesses that I intend to present at the hearing at least 10
business days prior to the hearing; and
 - b. Any reply or rebuttal evidence and witnesses at least 3 business days prior to the hearing.

Any evidence that I do not timely exchange will not be considered by the arbitrator, unless agreed to
by the parties and accepted by the arbitrator. The arbitrator, at his or her discretion, may request
additional information.

(Continued on next page)

- 6) I understand that the decision of the arbitrator is final and cannot be appealed.
- 7) I understand that the arbitrator's fees and expenses may be assessed against me as part of the arbitrator's decision. If fees and expenses are assessed against me, they will first be deducted from my deposit. If a balance is remaining, I agree to pay this balance within 30 days of the date of the arbitrator's decision, unless I make other arrangements with the arbitrator.
- 8) I understand that, if I choose, I may be represented at the hearing.

☐ I plan to be represented at the arbitration by:

Name: _____

Address: _____

Phone: _____ Cell Phone _____

Email _____

- 9) **I understand that a deposit, in the form of a check or money order made payable to Boulder County, must be submitted with this Petition.** If this is a residential case, the deposit shall be in the amount of \$150.00. If this is any other type of case, including a classification dispute, the deposit shall be in the amount of \$500.00. I understand that if I settle or withdraw this Petition, the Board of Equalization will retain one-half of this deposit unless the property is classified as residential, in which case the entire amount will be refunded. I further understand that if the arbitrator assesses fees and expenses against me, the deposit will be applied toward the payment of such expenses and fees. Any balance will be returned to me. In the case of nonresidential appeals, I understand that the arbitrator's expenses and fees may exceed the deposit, depending upon the amount of time spent by the arbitrator on the appeal.

Dated this _____ day of _____, 20__.

Print Name & Title: _____

Address: _____

Phone: _____ Cell Phone _____

Email _____

Signature _____