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August 12, 2016

Dear City of Cudahy Property Owner:

The assessment of all taxable real and personal property in the City of Cudahy has been completed. The purpose of this work is to have the assessment roll reflect how property values changed during 2015.

Accurate Appraisal, LLC, the city's assessment contractor, will conduct Open Book sessions to assist the taxpayers in understanding their assessments. **Open Book sessions will be held at City Hall in the Common Council Chambers and are scheduled for August 29th 12:00 pm to 3:30 pm and 4:45 pm to 7:00 pm and August 30th 9:00 am to 12:00 pm and 1:15 pm to 3 pm.**

**Online appointment scheduling is available.** If you wish to meet with one of the appraisers, please log on to [www.accurateassessor.com](http://www.accurateassessor.com) and click on the online scheduling link. Next, choose the open book appointment link. Please follow the directions, as the entire process should take only a few minutes. You will be prompted to enter a password for your municipality. **Your password is CC10.** **If you do not have Internet access, please call Accurate Appraisal, LLC at 1-800-770-3927 to arrange an appointment.** If you cannot make one of the scheduled days for open book, please call Accurate Appraisal, LLC or email us at [question@accurateassessor.com](mailto:question@accurateassessor.com) with any questions. Additional assessment information can be found on our Website, [accurateassessor.com](http://accurateassessor.com).

If you wish to object to the assessment after the Open Book sessions, contact the City Clerk's office, at (414) 769-2204 to file a "Form of Objection" and to schedule an appointment before the local Board of Review. You will need to file a written or oral intent to object with the Municipal Clerk at least 48 hours prior to the Board of Review. **The Board of Review will meet in City Hall on Tuesday, October 4<sup>th</sup>, 2016 from 10:00 a.m. to 12:00 p.m.** Appearances at the Board of Review are by appointment only. The Board of Review serves as something of a tax court; property owners must present a case, based on facts, showing their assessment is incorrect. While the assessor works to ensure accuracy and fairness, taxpayers are entitled to review and understand the methods used to determine their assessment.

Please know that if you have a question about your assessment and you do not participate in the Open Book or Board of Review process, your assessment cannot be changed later. Once the assessment roll is certified, it cannot be changed. We look forward to this year's review process.

Thank you,

ACCURATE APPRAISAL, LLC.