

**Apartment
Quick Check List**

**Cook County
Board of Review**

Do you have everything you need to file before your township closes?
Your complaint must be filed within the 20-day appeal period designated each year for the township in which your property is located. Please check township Dates and Deadlines.

Expedite your complaint by referring to the Quick Check List below.

- Board of Review Complaint Form*
- Apartment Building 6 Units or more, Stores with Apartments
- Appeal Based on Lack of Uniformity, comparable properties and photos
- Original Photos
- Long or Short Affidavit
- Vacancy/Occupancy Affidavit
- Owner/Lessee Affidavit
- Sales Contract or Closing Statement
- Rent Roll
- Income/Expense Data (Schedule E's)
- Appraisal and Index
- B.O.R. Log Sheet

* This triplicate-copy form can be picked up at any B.O.R. office or by calling 312-603-5542.

MAIN OFFICE	SUBURBAN BRANCH OFFICES <small>Located in Curcuit Court Buildings</small>				
County Building, Room 601 118 N. Clark St. Chicago, Illinois 60602 312/603-5542	Bridgeview 10200 S. 76th Avenue Room #237 708/974-4116	Markham Office 16501 S. Kedzie Avenue Room #237 708/210-4116	Maywood 1500 Maybrook Drive Room #082 708/865-5509	Rolling Meadows 2121 Euclid Avenue Room #237 847/818-2067	Skokie Office 5600 Old Orchard Road Room #155 847-470-7522