

# Board of Review Log

# Cook County Board of Review

Residential  Commercial  Apartments/7 units or more **2011 Complaint No.:** \_\_\_\_\_

Industrial  Vacant  Mixed Use

**Township:** \_\_\_\_\_

**Name of Appellant:** \_\_\_\_\_

**Address of Property:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

### Instructions:

- A. Check the box next to each document filed.
- B. Draw a line through each listed document that is not filed.

### Documents Submitted:

- 1. Summary Sheet
- 2. Brief
- 3. Original Photos
- 4. Vacancy Occupancy Affidavit (BOR form)
- 5. Tax returns (years 2008,2009,2010)
- 6. Authenticity Affidavit-Short form (BOR form)
- 7. Authenticity Affidavit-Long form (BOR form)
- 8. General Affidavit (BOR form)
- 9. Affidavit (other)
- 10. Appraisal
- 11. Appraisal Index (BOR form)
- 12. Sales Contract
- 13. Closing Statement
- 14. Deed
- 15. Transfer Declaration
- 16. Income and Expense Statement(s)
- 17. Rent Roll(s)
- 18. Lease(s)
- 19. Comparable Properties and Photos
- 20. Additional Documents:

Was an appeal made to the Assessor for 2011?  
 YES  NO

Have all documents filed with the Assessor been filed before the Board?  
 YES  NO

If documents are being filed with this Board that were not filed with the Assessor, list them below.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the Board granted a reduction on this parcel in the past 3 years?  
 YES  NO

\_\_\_\_\_ % OF THE PROPERTY IS OWNER OCCUPIED.

IS ANY PORTION OF SUBJECT PROPERTY UNDER A NON-ARM'S LENGTH LEASE?  
 YES  NO

If so, what percent? \_\_\_\_\_%

### Basis of Complaint:

- 1. Restoration
- 2. Recent Purchase
- 3. Lack of Uniformity
- 4. Vacancy
- 5. Demolition/Damage
- 6. Income Approach
- 7. Market Approach
- 8. Classification
- 9. Other

\_\_\_\_\_  
Attorney Signature

\_\_\_\_\_  
Print Attorney's Name

\_\_\_\_\_  
BOR Code Number

Above Documents Received by Board: \_\_\_\_\_  
Date

By: \_\_\_\_\_