



T. Scott Harris, MCR
Commissioner

COUNTY OF HANOVER, VIRGINIA APPEAL OF PERSONAL PROPERTY ASSESSMENT

Office of the Commissioner of the Revenue
P.O. Box 129, Hanover, VA 23069-0129
Tel: (804) 365-6129 Fax: (804) 365-6101
Email: commissioner@hanovercounty.gov

Applicant Information

OWNER'S NAME (LAST, FIRST, MI)		ACCOUNT #		RECEIVED DATE FOR OFFICE USE ONLY	
MAILING ADDRESS		FEDERAL ID OR SS#			
CITY, STATE, ZIP		DAYTIME PHONE #		TAX YEAR FOR APPEAL	
LICENSE PLATE #	YEAR	MAKE	MODEL		

Appeal Information

Body Damage

Mechanical Problems

Is the item inoperative or junked? yes no

Is the item still titled at DMV/DGIF? yes no

Briefly describe the condition of the item and the reasons for appealing the current assessment. Attach all necessary documentation detailing the condition of the vehicle, repair estimates, and photographs. Attach additional sheets, if necessary. **The appeal will be denied if supporting documentation is not included with the appeal form.** See back of form for more information.

Owner Certification Statement

I certify that the above statements of fact are correct and true to the best of my knowledge.

SIGNATURE

DATE

FOR OFFICE USE ONLY

Original Assessment	
Less Appeal Adjustment	
Equals a Reassessed Value of:	
Authorized By	

Instructions

Property assessments are based on the guides developed by N.A.D.A. Official Guides.

If you wish to appeal your assessment due to the condition of the item, the appeal form must be submitted to the Commissioner of the Revenue with the proper documentation.

The form can be mailed, faxed, emailed or delivered to the office. All appeals will be reviewed and responded to within five (5) working days.

1. Review the form carefully and answer all questions. Please include supporting documentation such as repair estimates, pictures, etc. Additional sheets may be used if more space is necessary to describe the condition of the vehicle. **The appeal will be denied if no supporting documentation is included.**
2. The condition of the item must be below average and must not be due to “normal” wear and tear on the item based on the vehicle model year.
3. If the condition of the item is not restored, then an appeal form must be filed each year with the Commissioner of the Revenue.
4. If the appeal form is filed within 10 working days of the due date of any personal property billing, then the entire bill must be paid by the due date to avoid penalty & interest. Any adjustments made to the bill will result in a credit on the account. The credit can either be refunded or applied to another tax or fee due to Hanover County.

Return the form and all supporting documentation to the Hanover County Commissioner of the Revenue.

By mail: Commissioner of the Revenue
 Attn: Personal Property Appeals
 P. O. Box 129
 Hanover, Virginia 23069

By email: commissioner@hanovercounty.gov

By fax: 804-365-6101

Our office is located in the Chenault Weems Building at the Hanover County Courthouse Complex, located on Route 301. The physical address of the building is 7507 Library Drive, Hanover, VA, 23069.