

# Elite Property Tax Consultants

## APPLICATION FOR CORRECTION OF PROPERTY TAX ASSESSMENT: SUFFOLK COUNTY

I hereby direct Elite Property Tax Consultants to process my Property Tax Reduction/Refund petition for filing in calendar years 2016/17 as my sole agent pursuant to my rights guaranteed by New York State Real Property Tax Law.

**Eligibility:** 1. A person named in the records of the Suffolk County Clerk as a homeowner; or 2. That persons authorized agent; or 3. A person who has contracted to buy a home; or 4. The estate of a deceased homeowner, is eligible under law to receive a tax assessment reduction and a property tax refund. If you are not in any of these categories you will not be able to receive a property tax refund and you should not sign this agreement. If you are in one of these categories you may sign this agreement **if you have NOT received a tax reduction in 2015.**

**Service to be performed:** By signing this agreement you are directing Elite Property Tax Consultants, (not affiliated with any municipality) to prepare and file your First Level Complaint for review by the Board of Assessment Review, to represent you at any Appeal proceeding which includes the preparation and filing of the Appeal Petition and to physically appear on your behalf at your Appeal Hearing with the Court appointed hearing Officer and the Assessor's representative. Elite Property Tax Consultants will negotiate any refund check from the Suffolk County Treasurer, minus any fees due and the balance forwarded to you within 30 days from our receipt. Note that you are not required by law to use a tax reduction service in order to file for and/or receive a tax assessment reduction.

**Notification of Tax Reduction:** Elite Property Tax Consultants will make every reasonable effort to communicate the terms of any offer of settlement made by Suffolk County in the course of the tax assessment review proceeding as required by law. I fully authorize Elite Property Tax Consultants to negotiate a settlement for me.

**Fee for Service:** There is no fee unless your property taxes are reduced. I agree to pay a fee equal to 50% of the reduction prior to exemptions on my property taxes, payable within 30 days of the notification of the tax reduction, and to pay such fee in the event I sell or move out of the subject property. If the assessment is reduced the Actual tax savings = the reduced assessment multiplied by the tax rate prior to exemptions. If I default on said payment, I agree to pay a fifty dollar late fee after 30 days and, if needed, reasonable collection fees and reasonable attorney's fees incurred by Elite Property Tax Consultants. A \$30 court filing fee may apply. I also agree to pay a \$75 market analysis fee, or supply a certified appraisal (issued within 1 year) with my application. No other fees or charges. At any time, within three (3) days after entering into this contract, I have the complete right to cancel this agreement by written notice to Elite Property Tax Consultants.

_____ Signature of Any Owner	_____ Telephone Number	_____ Date	
_____ Print Owner's Name	_____ E-mail Address		
_____ Property Address	_____ City	_____ State	_____ Zip

**Send us your completed application.**

**Mail to: Elite Property Tax Consultants  
666 Old Country Rd, Suite 810  
Garden City, NY 11530**

**Fax to: (516) 222-0518**

**E-mail to: [Apply@ElitePropertyTax.Com](mailto:Apply@ElitePropertyTax.Com)**

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Name \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_  
\_\_\_\_\_

Address Line 2 \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

County \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

## Property Details

What year was your property acquired? \_\_\_\_\_

How many bedrooms? \_\_\_\_\_

Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_

Kitchens \_\_\_\_\_ Garages \_\_\_\_\_

Please check any of the following that apply to your home:

- Commercial Property
- Central Air
- In-ground Pool
- Waterfront Access
- Accessory Apartment

Please describe any expansions you've made.

\_\_\_\_\_  
\_\_\_\_\_

Is the property currently for sale or under contract?

\_\_\_\_\_  
\_\_\_\_\_

Questions/Comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_