



# Filing a Protest Form Checklist

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*When appealing a Notice of Value, please have the following ready*

- ☐ Your current year Notice of Value
- ☐ A completed current year protest form
- ☐ List of comparable properties sold in your neighborhood area for 2024
- ☐ Any and all paperwork that supports your protest
- ☐ A 2024 Appraisal report of your property (if applicable)
- ☐ Income (Commercial Properties)
- ☐ Attach owner authorization, if filed by agent

Please Note: A protest form does not need to be filed when applying for an exemption or a special method of valuation. Applications for these can be found on our Forms page.

<div>Damian R. Lara Bernalillo County Assessor PO Box 27108 Albuquerque, New Mexico 87125 505-222-3700</div>		UPC # Name and address of owner:		FILED:  Residential      Commercial      Manufactured Housing Agricultural      Vacant Land      Personal Property		TAX YEAR:			
By		Situs Address:		REASON FOR PROTEST					
<div>Formal Protest Board Schedule: The Assessor will notify the property owner by certified mail of the date, time and place of their hearing (7-38-24 NMSA). The notice shall be mailed fifteen days prior to the hearing date. This protest may be resolved before this hearing date. You are tentatively scheduled for a formal hearing before the valuation protest board on the below time and date.  HEARING DATE      HEARING TIME  _____</div>		Phone      O)      H) Number & Fax      M)      F)		Real Property/Manufactured Home valuation in excess of market value		Limitation on increase of valuation (3%)			
		(PLEASE PRINT) Name Authorized Agent (if different from Owner). Appraiser License or Cert. #. Letter of Authorization must be attached. COMPLETE Mailing address (Include City, State & Zip Code)		Change Tax District		Limitation on increase of valuation (Value Freeze)			
				Livestock		Denial of Exemption(s)			
				Agricultural Special Method		Classification			
				Business Personal Property		Subsidized Housing			
		Email Address:		Please Fill In Information Below Completely					
				A. Total Assessor's Value (As shown on Notice of Value)					
				B. Total Property Owner's Value (Based on Market Year)					
				C. Protested Amount (Difference between A & B)					
				WITHDRAWAL					
				If you wish to withdraw your protest anytime, you may do so by signing below, date and mail to the above address. I HEREBY WITHDRAW THIS PROTEST.					
				Signature: _____					
				Date: _____					
				I certify that the foregoing statement and information are true, accurate, and complete to the best of my knowledge. I understand that the Assessor, upon receipt of the petition, is required to schedule a hearing before the Bernalillo County Valuation Board.					
				7-36-15(B) NMSA 1995. Unless a method or methods of valuation are authorized in Sections 7-36-20 through 7-36-33 NMSA 1978, the value of property for property taxation purposes shall be its market value as determined by application of the sales of comparable property, income or cost methods of valuation or any combination of these methods. In using any of the methods of valuation authorized by this subsection, the valuation authority shall apply generally accepted appraisal techniques.					
				SIGNATURE OF OWNER OR AUTHORIZED AGENT: _____ Date: _____					
				PRINTED NAME: _____					
FOR OFFICE USE ONLY DO NOT WRITE BELOW THIS SPACE									
ENTRY: _____	TOTAL	LAND	AG	BLDG	MISC	Y/N	AREA	Exemption Applied	
DATE: _____	Asmt\$						CLASS	Add	Remove
TRANSLOG: _____	Change\$						NBHD	<input type="checkbox"/>	<input type="checkbox"/> HOHX
DATE: _____							AGENT ID	<input type="checkbox"/>	<input type="checkbox"/> VET1, VET2, VET3, VET4
CLEARLY STATE REASON FOR CHANGE: _____ _____ _____  REMARKS _____ _____ _____  Value change before hearing: _____ (INT): _____  Protest Notes: _____ _____							LUC	<input type="checkbox"/>	<input type="checkbox"/> VETW
							TAX DIST	<input type="checkbox"/>	<input type="checkbox"/> Other _____
							ROLL TYPE		
							WORKED BY: _____		
							SUPERVISOR INITIALS: _____	DATE: _____	