

<b>Vermont Form PVR-5413</b>	Vermont Property Valuation and Review <b>Commercial Appraisal and Litigation Assistance Program (CALAP) Appraisal Request</b>
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**CITY / TOWN INFORMATION**

City / Town Name	Town Contact Person Name	Contact Phone Number	Date of Request
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**PROPERTY OWNER'S INFORMATION**

Property Owner of Record's Name			Property Owner's Representative, if applicable		
Mailing Address			Mailing Address		
City	State	ZIP Code	City	State	ZIP Code
Phone Number	Email Address		Phone Number	Email Address	

**PROPERTY INFORMATION**

Property Description from Current Grand List	Grand List Value \$	SPAN
Physical Location	Acreage	Property Type
Describe the subject property including the assessment history as well as past appeals.		

**INCLUDED ATTACHMENTS**

The following attachments are included. Check all that apply.

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Previous Appraisals       | <input type="checkbox"/> Historical Assessment Records | <input type="checkbox"/> Current Assessment Record | <input type="checkbox"/> Narrative of Property    |
| <input type="checkbox"/> Past Appeal Documentation | <input type="checkbox"/> Media Articles                | <input type="checkbox"/> Photos                    | <input type="checkbox"/> Correspondence and Notes |

**SELECTBOARD**

Approval or denial will be made by email to the applying Town within 30 days of receipt of the completed application. An appraiser will be hired by the CALAP manager upon approval of the application. Legal Department will be notified of Approval and Appraiser engagement.

Signature of Selectboard Chairperson	Print Name	Date
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**32 V.S.A. § 5413. State appraisal and litigation assistance program**

- (a) A State reappraisal and litigation assistance program shall be created within the Division of Property Valuation and Review of the Department of Taxes to assist municipalities with the valuation of complex commercial or other unique properties within a municipality's jurisdiction and to assist with any appeals arising from those valuations. The Commissioner of Taxes may contract with one or more commercial appraisers to provide State appraisal and litigation assistance to municipalities under this section. The Commissioner may adopt rules to administer the provisions of this section.
- (b) The Commissioner shall:
  - (1) determine the conditions for a property to be eligible for State assistance, including the grand list value or category of the property or other relevant factors as determined by the Commissioner; and
  - (2) provide a process by which a municipality may apply for assistance under this section for one or more properties.
- (c) Any municipality assisted under this section shall be considered to have followed best practices pursuant to subdivision 5412(a)(1)(D) of this title.