

**VILLAGE OF HOLMEN
NOTICE OF OPEN BOOK**

The Village of Holmen Assessor will be at the Holmen Municipal Center on April 26, 2016 from 4:00 pm to 6:00 pm. Holmen taxpayers may meet with the Village Assessor by appointment concerning their property assessments; please call 1-800-721-4157 and set up an appointment with Cassie. Please call the Village Hall at 526-4336 if you have questions.

Angela Hornberg
Village Clerk/Treasurer

**VILLAGE OF HOLMEN
NOTICE OF BOARD OF REVIEW**

The Village of Holmen Board of Review will convene on May 17, 2016 from 4:00 pm to 6:00 pm. The Board of Review's purpose is to review and examine the assessment roll of real and personal property in said Village and all sworn statements and valuations of real and personal property therein and of correcting all errors in said roll, whether in description of property or otherwise and to perform such other duties imposed by law. Taxpayers may appear and examine the assessment roll, sworn statement and valuations and be heard in relation thereto. Taxpayers will be heard on a first-come, first-served basis. State law requires property owners to notify the Village Clerk, of their intent to object to an assessment 48 hours prior to the start of the meeting. If the 48-hour requirement is not met, the board would have to grant a waiver of the notice of intent requirement. Please call the Village Hall at 526-4336 if you have questions.

No person shall be allowed to appear before the board of review, to testify to the board by telephone or to contest the amount of any assessment of real or personal property, if the person has refused a reasonable written request by certified mail of the assessor to view such property.

After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact, or provide information to, a member of the board about that person's objection, except at a session of the board.

No person may appear before the board of review, testify to the board by telephone or contest the amount of any assessment unless at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard, if the objection is allowed under sub. (3) (a), that person provides to the clerk of the board of review notice as to whether the person will ask for removal under sub. (6m) and if so, which member will be removed and the person's reasonable estimate of the length of time that hearing will take.

When appearing before the board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the board of review, testify to the board by telephone or object to a valuation; if that valuation was made by the assessor or the objector using the income method; unless the person supplied to the assessor all of the information about income and expenses, as specified in the manual under s. 73.03 (2a), that the assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under the paragraph, unless a court determines that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1).

Angela Hornberg
Village Clerk/Treasurer

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