

Sample Decision Letter – Personal Property

Property Owner
Main St.
SLC, UT 84000

Property ID number or account number

Appeal number

Hearing date

Dear Property Owner,

The _____ County legislative body reviewed your appeal and has made a final determination of your property’s value as indicated below. Your _____ (year) personal property tax notice will reflect any changes made by the county legislative body. If you have already paid your _____ (year) taxes, any refund due to you will be issued by the county treasurer.

If you disagree with the county legislative body’s decision, you may appeal to the Utah State Tax Commission. The appeal must be filed by (30 days from county legislative body’s decision). Please contact the county auditor’s office at (telephone number) for forms and instructions.

Respectfully,
County Auditor

Record of Final Decision – Personal Property	UCA §59-2-1005 Form PT-018 PT-018.ai Rev. 8/01
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	Pre-Appeal Market Value	Adjusted Value (if changed)
Personal property	\$	\$
Taxes, penalties and interest	\$	\$
Total	\$	\$

Explanation to support county legislative body’s final decision

County Legislative Body Authorized Signature or County Seal	
Signature X	Date