



OFFICE OF THE ASSESSOR TOWN OF RYE
222 GRACE CHURCH STREET SUITE 303 // PORT CHESTER, NY 10573
(914) 939-3075 x140 // www.townofryeny.com

Please review
this information
carefully.

IMPORTANT INFORMATION ABOUT YOUR ASSESSMENT

- **TO CHECK YOUR NEW 2022 ASSESSMENT and for details regarding your property (lot size, square footage, number of bedrooms, baths, etc.), please visit:** <https://townofrye.sdgnys.com/search.aspx> OR <https://townofrye.prosgar.com/>
- Your assessment is considered equitable if you could sell your property for its approximate assessed value. If you feel you could not sell your property for its assessed value, then you have an opportunity to contest/grieve your assessment. REMEMBER, you are contesting your ASSESSED VALUE and **NOT** your TAXES.
- If you purchased your property on or after July 1, 2021, or will be closing in the next month or so, and your assessed value is higher than your sales price, please contact our office so that the assessment can be reviewed and potentially reduced. The sale must be a valid arm's length transaction. Any improvements/building permits will be taken into consideration.
- Questions or concerns you may have about your assessment should be reviewed directly with the Assessment Department at (914) 939-3075 x140 or send an email grievance@townofryeny.com.
- For commercial properties, fillable income and expense forms are available at: <https://www.townofryeny.com/requirement/commercial-property-appeals-and-income-expenses>

IMPORTANT INFORMATION ABOUT THE GRIEVANCE PROCESS

***** GRIEVANCE DAY is Tuesday June 21, 2022 *****

- More information about the appeal/grievance process (including *grievance forms*) can be found at: <https://www.townofryeny.com/requirement/is-your-property-assessment-fair>
- The Assessment Office officially accepts grievances between June 1st (after the new assessments have been published) and June 21st, 2022 (not before or after). **The deadline to file is June 21, 2022 8pm (including emails).** Grievances postmarked June 21st (or earlier) and received **AFTER** June 21st, will be **deemed late**.
- Grievances may be submitted to the Town in a number of ways that are spelled out in more detail on the Assessment Department homepage and as follows (**with strict adherence to the aforementioned deadline**). Also separate grievances must be filed for EACH parcel (even for split parcels):
 1. **Option 1 (RECOMMENDED):** The easiest **fastest** way to **fill out and submit** a grievance is by using the link at the top of the Assessment webpage. **You will receive a confirmation email** and it is **recommended** that you print the pdf.
 2. **Option 2:** Complete a grievance application (NYS: <https://www.tax.ny.gov/pit/property/contest/contestasmt.htm>). Scan it with the supporting documents attached, and **email** with a *Return Receipt Requested* to www.grievance@townofryeny.com. An email *Return Receipt* is important, since no other stamped receipt will be provided. *Each parcel must be submitted in a separate individual email. The pdf AND email MUST be specifically labeled with the parcel ID, street address, RES (for residential) or COM (for commercial) and the word, "Grievance."* *Examples: [134.62-1-1 1 Main St COM Grievance] OR [154.36-1-2 1000 Holly Ln RES Grievance].*
 3. **Option 3:** If you do not need a stamped receipt, you may drop the Grievance off at 222 Grace Church St., in the secure metal drop box outside of the building. If you need a stamped receipt, the office is open from 8:30am to 4:00pm.
 4. **Option 4:** Send by U.S. Postal Service or overnight courier to the address on the reverse. If you want a receipt, you should send by certified mail/return receipt. It is **IMPORTANT** to note that no matter when the Grievance is postmarked, if it is received **AFTER** June 21st, it will be **deemed late**.

June 21, 2022 Grievance Day Hearings will be by appointment. An online scheduler will be available from June 1st to June 21st on the Assessment Department webpage. You may also contact the Assessment Department at (914) 939-3075 x140 to schedule.

The BAR will notify you (in writing) of its determination on or about September 15, 2022.