



OFFICE OF THE CHIEF FINANCIAL OFFICER  
**Office of the Assessor**

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Detroit, Michigan 48226 www.detroitmi.gov

January 13, 2023

RE: Multiple Parcel Appeals

Dear Property Owner/Authorized Agent:

ALL appeals must be filed in a timely manner at the Assessors Review February 1st thru February 22, 2023 by 4:30 p.m. (close of business) to the Office of the Assessor, as required by the City of Detroit Ordinance Article IV Division 1 Section 44-4-3.

To service the City's taxpayers more efficiently we have initiated a process which will be required in situations involving multiple appeals. There are two ways you can submit your appeals. For submission of 10 or more appeals, the appeals can be submitted online, ten at a time at [Detroitmi.gov/PropertyTaxAppeal](http://Detroitmi.gov/PropertyTaxAppeal) or by utilizing the **Multiple Parcel Appeal Letter** and **Multiple Parcel Appeal Spreadsheet**. If you plan to proceed to the March Board of Review, you may present your appeals to both the Assessors Review and March Board of Review. Representatives must provide a **Letter of Authorization for each parcel if the taxpayer of record varies.**

Appeal evidence requirements and appeal forms will be available on the City of Detroit website by January 23, 2023, or may be emailed to an interested party upon request. Please be prepared to provide supporting evidence and/or photographs for each parcel being appealed for the Assessors Review and/or Board of Review to make an informed and appropriate determination. **Properties may be subject to interior/exterior inspection based on statement or evidence provided.** If you would like to speak with an appraiser; a scheduled appointment will be made over the phone.

City ordinance prescribes that only the owner or an authorized agent may file an appeal, commencing with the Assessors Review in February. Persons acting as the authorized agent for the owner must submit a completed "Letter of Authorization", as prescribed by the City of Detroit. Any appeals not meeting the minimum requirements of Michigan Treasury Form L-4035 and not in the proper name of the owner, with proof provided, will not be considered.

All companies, LLC's and/or corporations must provide organization documents along with title and name of authorized person to act on behalf of the company.

Your assistance and cooperation will greatly affect our ability to respond to the Detroit taxpayers request for review. Any questions may be directed to OCFO - Office of the Assessor (313) 224-3035 or by email at [AssessorReview@detroitmi.gov](mailto:AssessorReview@detroitmi.gov).

Detroit Board of Assessors