

APPEAL CHECKLIST

1. PLEASE READ THE APPEAL INSTRUCTIONS THOROUGHLY
2. THE FORM IS FILLED OUT IN ITS ENTIRETY
3. YOUR NAME, ADDRESS, TELEPHONE NUMBER & EMAIL ARE LEGIBLE
4. THE APPLICATION IS SIGNED
5. YOUR MUNICIPAL CLERK AND ASSESSOR HAVE BEEN SERVED A COPY
(INCLUDING ANY SUPPORTING EVIDENCE)
6. CHECKS MAY BE MADE PAYABLE TO: COUNTY TAX ADMINISTRATOR
7. CASH MUST BE IN THE EXACT AMOUNT, AS CHANGE WILL NOT BE PROVIDED
(AMOUNTS ARE SPECIFIED IN THE INSTRUCTIONS OF THE APPEAL)
8. THE REAL ESTATE TAXES ON THE PROPERTY ARE CURRENT THROUGH
THE FIRST QUARTER
9. FORMS ARE PREFERRED BY MAIL TO:
THE MERCER COUNTY BOARD OF TAXATION
McDADE ADMINISTRATION BUILDING
640 SOUTH BROAD STREET
ROOM 317
TRENTON, NJ 08611
10. FORMS MAY BE DROPPED OFF INTO THE DROP BOX
(LOCATED ON THE 1ST FLOOR OF THE MCDADE ADMINISTRATION BLDG.)

**APPEALS MUST BE RECEIVED (NOT JUST POSTMARKED) BY THE
COUNTY BOARD OF TAXATION ON OR BEFORE APRIL 1ST.**

THANK YOU FOR YOUR COOPERATION IN THIS MATTER DURING THESE DIFFICULT TIMES.