

INSTRUCTIONS FOR FILING PROPERTY VALUATION PROTESTS

Read these INSTRUCTIONS carefully

Please do not detach these instructions from your protest:

Before proceeding with the filing of a protest we recommend that you contact the Saunders County Assessor's office to discuss the valuation of your property. The Assessor's phone number is 402-443-5600.

1. Protest(s) must be limited to **VALUATION ONLY**.
2. Each property being protested **MUST** have a **SEPARATE** protest form.
3. The "requested valuation" of the property must be stated along with the basis for the request. Failure to state the reason(s) for the "requested valuation" shall be grounds for dismissal of the protest. **The legal description of the property and the value of the land and buildings must be included.**
4. **Agricultural and Horticultural Land** – if you are protesting agricultural and/or horticultural land values - **FSA Records need to be attached to the protest(s) if the number of farmable acres is in question.**

THE COMPLETED FORM(S) MUST BE POSTMARKED and/or RECEIVED BY THE COUNTY CLERK NO LATER THAN – June 30, 2026.

Protest Forms and supporting documents can be returned to the County Clerk's office as follows:

1. Mail to: Saunders County Clerk, PO Box 61, Wahoo, NE 68066
2. Placed in the Drop Box located on the North side of the Courthouse
3. Email to clerksuite300@saunderscounty.ne.gov or countyclerk@saunderscounty.ne.gov
4. Fax to 402-443-5709

All documents supporting your request for valuation change **MUST** be attached to your protest(s) when filed with the County Clerk's office. Photos that are submitted will not be returned.

*****Note:** All supporting documents & photos **MUST** be in hard copy format – **no Thumb Drives or other computer devices will be accepted.**

NOTE: The protest(s) you file **must be signed and dated.**

Each person protesting will have their protest reviewed by the County Assessor – which will make a recommendation to the Board of Equalization:

The protester can also choose to have their protest(s) reviewed by a Licensed Appraiser (Referee) at a hearing – the Referee will then also make a recommendation to the Board of Equalization:

(NOTE: All Protest Hearings with a Referee will be done by phone conference only)

Please check one of the following boxes:

YES - I request a hearing with a Referee

NO – I decline a hearing with a Referee

Signature of Protester

As per Nebr. State Statute, the Saunders County Board of Equalization has to take formal action on your protest(s) no later than July 25. The County Clerk will notify you (the protester) of the action taken by the Board.

Appeals may be taken to the Tax Equalization and Review Commission **ON OR AFTER JULY 26** and **ON OR BEFORE AUGUST 24.** If you have any questions call 402-443-8101.