

SUFFOLK PROPERTY TAX PROFESSIONALS, LLC  
648 Franklin Ave. - 2nd Fl.  
Garden City, NY 11530  
Tel: (516) 742-5180  
Fax: (516) 742-5863

“Do not pay more than your fair share of taxes”

**Don't miss this opportunity: NO SAVINGS=NO FEE !!**

This is your one chance to do something about your Suffolk County/Township property taxes/assessment for the 2017/18 tax year. By signing and returning the application below, or by applying via our website, we will grieve your 2017/18 assessment. If successful, your SCHOOL / TOWN / COUNTY property taxes will be reduced.

**WE ARE A LICENSED TAX REPRESENTATIVE WITH OVER 20 YEARS OF EXPERIENCE!  
SUFFOLK LICENSE # 54097-TG**

This is the only application you will need to fill out and return. Should you fill out any other tax grievance applications your case will be severely delayed or dismissed.

**SIGN AND RETURN THIS ENTIRE APPLICATION, or fax to (516) 742-5863**

**APPLICATION FOR CORRECTION OF RESIDENTIAL PROPERTY TAX ASSESSMENT: SUFFOLK COUNTY  
TOWNSHIP**

I, as petitioner and owner of the property listed designate/authorize Suffolk Property Tax Professionals, LLC (SPTP, LLC) to file any petitions/actions and/or proceedings relating to unequal and/or excessive assessment relating to the 2017/18 year. I also authorize SPTP, LLC to negotiate as agent any municipality refund check. I also authorize any agent/representative of any municipality/township to communicate directly with Suffolk Property Tax Professionals, LLC in any/all matters relating to this application. I understand that I will not authorize any other individual or firm to represent me in this matter, as dual representation may delay my receiving a tax assessment reduction. I authorize SPTP, LLC to negotiate and accept any settlement on my behalf. I agree to any and all terms of the above retainer.

**Fee for Service: IF THERE IS NO REDUCTION, THERE IS NO FEE:** When the assessment /taxes are reduced for the 2017/18 years as a result of the services performed by Suffolk Property Tax Professionals, LLC, a fee equal to 50% of the first years savings will be charged; exclusive of any tax exemptions, or any transitional assessments which the township may apply. If an appeal is filed a NYS \$30 court filing fee applies. A \$75 property evaluation fee will be charged if this grievance is won unless a copy of a certified appraisal dated no more than 1 year prior to grievance day is sent to SPTP, LLC. After 10 days, a \$100 cancellation fee will apply. If I fail to pay the above fees within 30 days of official notification, I agree to pay reasonable attorneys fees to SPTP, LLC. I also agree to pay 1.5% interest per month on any unpaid balance, will be added to my bill 31 days from the original date of the invoice.

**NOTICE REQUIRED BY LAW: NOT A GOVERNMENT AGENCY**

- 1- Eligibility: 1) a person named in the records of the Suffolk County Clerk as a homeowner; or 2) that person's authorized agent; or 3) A person who has contracted to buy a home; or 4) the estate of a deceased homeowner, is eligible under law to receive a tax assessment reduction and a property tax refund. If you are not in any of these categories you will not be eligible to receive a property tax refund and you should not sign this agreement. If you are in one of these categories you may sign this agreement.
- 2- Services to be performed: Note that you are not required by law to use a professional tax assessment reduction agency in order to file and/or receive a tax assessment reduction. By signing this agreement, however, you are directing Suffolk Property Tax Professionals to prepare and file your first level complaint for review by your township, to represent you at any appeal proceeding, which includes the preparation and filing of the Appeal Petition, the compilation and presentation of a market analysis and to physically appear on your behalf at your appeal hearing with the court appointed hearing officer and the assessors representative.
- 3- Notification of Tax reduction: Suffolk Property Tax Professional, LLC will make every effort to notify you of any settlements made by your county/township in the course of the tax assessment review process.

Property Address \_\_\_\_\_  
Number street city state zip

Signature of Owner \_\_\_\_\_ date \_\_\_\_\_ phone \_\_\_\_\_

Print Name \_\_\_\_\_ email REMAINS PRIVATE) \_\_\_\_\_

Township: \_\_\_\_\_