

# Filing Your Property Appeal

A Guide to the IMSLake.org Property Search Portal and SmartFile E-Filing Portal

# Ensuring Integrity and Transparency in Assessments

Welcome to IMSLake.org, a new property assessment information website. We hope to provide you with an easy to use resource for reviewing your property assessment information.

The website contains property assessment information for Cuba, Ela, Grant, Libertyville and Vernon Townships in Lake County, Illinois.

The next few pages provide detailed information on navigating the site to retrieve your property characteristics and to create comparable property grids as evidence for filing appeals based on recent sales or to determine equity.

**Note:** All documents uploaded on the Board of Review's SmartFile E-Filing Portal may be available for public view. Please redact personal information including email address and phone number.

Acknowledge  
the Site  
Disclaimer and  
you may Sign  
Up for the  
E-Newsletter

# Welcome to the Lake County Township Assessors Parcel Search Page

Site Disclaimer

## Lake County Township Assessors

This website contains property assessment information for Cuba Township, Ela Township, Grant Township, Libertyville Township and Vernon Township in Lake County Illinois.

For more information or to contact your township assessors office directly please click on your township link to the right.

## LATEST NEWS

Welcome to our new property assessment information web site. With this site we hope to provide you with an easy to use resource for reviewing your property assessment information.

## LAKE COUNTY TOWNSHIP ASSESSORS

- > Cuba
- > Ela
- > Grant
- > Libertyville
- > Vernon

## KEEP IN TOUCH

Subscribe to Our Newsletter to get Important News

 Enter your Email



Enter PIN  
and Click  
"Search"

### Lake County Parcel Search

To search for a property please enter the Parcel Number OR provide the known Township and Address information below and then click the Search button.

Parcel Number:

The Parcel Numbers for the searchable Townships begin with the numbers 13 (Cuba), 14 (Ela), 05 (Grant), 11 (Libertyville) or 15 (Vernon). For your convenience, you can enter the parcel number with or without the dashes.

- OR -

Township:

Street Address:

| Number               | Direction            | Street Name          |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

City

If you are unable to find the property by the Street Address search, try widening your search by entering only the first few letters of the street name and/or street number.

*Information on this site was derived from data which was compiled by the enrolled Lake County Township's Assessor's offices solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of data herein, its use, or its interpretation.*

# View your property information

- Closely review this information for accuracy.
- Call your local assessor's office for Factual Errors on physical characteristics of the property.
- You can scroll down the page for Assessment Information, Sales Information and to view your tax bill, exemption status and a map of your parcel.

## Property Information

[Back to search results](#) | [Try another search](#)

### Location Information

Parcel Number:   
Address:   
City: NORTH BARRINGTON  
Neighborhood Code: 1424000  
Neighborhood Name: North Barrington

### Land Data

Land Size: 2.22 Acres / 96,703 SF  
Primary Land Method: 9 Per SqFt /Range

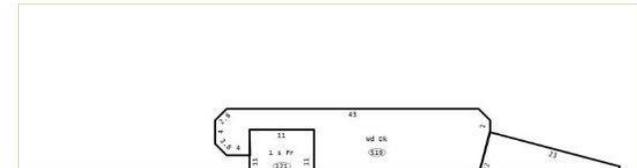
### Physical Characteristics

Style: 64  
Model: Two Story  
Construction: Frame  
Quality Grade: Avg  
Condition: G  
Brick: 0 SF / 0 Lin SF  
Year Built / Effective: 1987 / 1987  
Attic Fin Area / Misc Fin Area: 0 / 0  
Basement Area / Finished Area: 1,421 / 1,100  
Lower Level Area / Finished Area: 0 / 0  
Bedrooms: 4  
Full Baths / Half Baths / Total Fixtures: 2 / 2 / 14  
Basement Features:

### Photograph [Click to Zoom](#)



### Improvement Sketch [Click to Zoom](#)



# Review Assessment Information

## Lake County Township Assessors

HOME LAKE COUNTY LINKS Q

Second Floor: 1,741  
Other Floor: 0  
Total Above Ground Living Area (AGLA): 3,260

### Assessment Information

| Year | Farm Land Assessed | Farm Building Assessed | Land Assessed | Building Assessed | Total Assessed | Land Market | Building Market | Total Market |
|------|--------------------|------------------------|---------------|-------------------|----------------|-------------|-----------------|--------------|
| 2018 | \$0                | \$0                    | \$81,335      | \$157,941         | \$239,276      | \$244,029   | \$473,870       | \$717,900    |
| 2017 | \$0                | \$0                    | \$79,701      | \$154,768         | \$234,469      | \$239,127   | \$464,350       | \$703,477    |
| 2016 | \$0                | \$0                    | \$76,695      | \$148,930         | \$225,625      | \$230,108   | \$446,835       | \$676,943    |
| 2015 | \$0                | \$0                    | \$71,933      | \$139,683         | \$211,616      | \$215,821   | \$419,091       | \$634,911    |

### Sales Information

| Date of Sale | Sale Price | Sale Validity |
|--------------|------------|---------------|
| 02/14/2019   |            | Q / IMP       |

### Comparable Property Information

[Click here to select comparable properties by recent sales](#)

[Click here to select comparable properties to determine assessment equity](#)

[Click here if you already have parcel numbers that you would like to view in a comparable report](#)

# Review Sales Information

- If your reason for appeal is Recent Purchase of Property, the Sales Information is listed.
- The evidence to support your appeal includes your PTAX-203 form, MLS listing or Closed Client Listing Sheet, or other closing documents.

**Lake County Township Assessors** HOME LAKE COUNTY LINKS

Second Floor: 0  
Other Floor: 0  
Total Above Ground Living Area (AGLA): 3,260

**Assessment Information**

| Year | Farm Land |          | Farm Building |           | Land Assessed | Building Assessed | Total Assessed | Land Market | Building Market | Total Market |
|------|-----------|----------|---------------|-----------|---------------|-------------------|----------------|-------------|-----------------|--------------|
|      | Assessed  | Assessed | Assessed      | Assessed  |               |                   |                |             |                 |              |
| 2018 | \$0       | \$0      | \$81,335      | \$157,941 | \$239,276     | \$244,029         | \$473,870      | \$717,900   |                 |              |
| 2017 | \$0       | \$0      | \$79,701      | \$154,768 | \$234,469     | \$239,127         | \$464,350      | \$703,477   |                 |              |
| 2016 | \$0       | \$0      | \$76,695      | \$148,930 | \$225,625     | \$230,108         | \$446,835      | \$676,943   |                 |              |
| 2015 | \$0       | \$0      | \$71,933      | \$139,683 | \$211,616     | \$215,821         | \$419,091      | \$634,911   |                 |              |

**Sales Information**

| Date of Sale | Sale Price | Sale Validity |
|--------------|------------|---------------|
| 02/14/2019   |            | Q / IMP       |

**Comparable Property Information**

[Click here to select comparable properties by recent sales](#)  
[Click here to select comparable properties to determine assessment equity](#)  
[Click here if you already have parcel numbers that you would like to view in a comparable report](#)

# Review Comparable Property Information

- If your reason for appeal is Recent Sales Comparables or Equity of Assessments Comparable, your evidence grid may be created here.
- Create a grid according to your appeal. A custom grid is available if you have the parcel numbers (PIN).

## Lake County Township Assessors

HOME LAKE COUNTY LINKS | Q

Second Floor: 0  
 Other Floor: 0  
 Total Above Ground Living Area (AGLA): 3,260

### Assessment Information

| Year | Farm Land |          | Farm Building |          | Land Assessed | Building Assessed | Total Assessed | Land Market | Building Market | Total Market |
|------|-----------|----------|---------------|----------|---------------|-------------------|----------------|-------------|-----------------|--------------|
|      | Assessed  | Assessed | Assessed      | Assessed |               |                   |                |             |                 |              |
| 2018 | \$0       | \$0      | \$0           | \$0      | \$81,335      | \$157,941         | \$239,276      | \$244,029   | \$473,870       | \$717,900    |
| 2017 | \$0       | \$0      | \$0           | \$0      | \$79,701      | \$154,768         | \$234,469      | \$239,127   | \$464,350       | \$703,477    |
| 2016 | \$0       | \$0      | \$0           | \$0      | \$76,695      | \$148,930         | \$225,625      | \$230,108   | \$446,835       | \$676,943    |
| 2015 | \$0       | \$0      | \$0           | \$0      | \$71,933      | \$139,683         | \$211,616      | \$215,821   | \$419,091       | \$634,911    |

### Sales Information

| Date of Sale | Sale Price | Sale Validity |
|--------------|------------|---------------|
| 02/14/2019   |            | Q / IMP       |

### Comparable Property Information

[Click here to select comparable properties by recent sales](#)  
[Click here to select comparable properties to determine assessment equity](#)  
[Click here if you already have parcel numbers that you would like to view in a comparable report](#)

# Creating a Grid For Comparable Sales

| Year | Farm Land Assessed | Farm Building Assessed | Land Assessed | Building Assessed | Total Assessed | Land Market | Building Market | Total Market |
|------|--------------------|------------------------|---------------|-------------------|----------------|-------------|-----------------|--------------|
| 2018 | \$0                | \$0                    | \$81,335      | \$157,941         | \$239,276      | \$244,029   | \$473,870       | \$717,900    |
| 2017 | \$0                | \$0                    | \$79,701      | \$154,768         | \$234,469      | \$239,127   | \$464,350       | \$703,477    |
| 2016 | \$0                | \$0                    | \$76,695      | \$148,930         | \$225,625      | \$230,108   | \$446,835       | \$676,943    |
| 2015 | \$0                | \$0                    | \$71,933      | \$139,683         | \$211,616      | \$215,821   | \$419,091       | \$634,911    |

## Sales Information

| Date of Sale | Sale Price | Sale Validity |
|--------------|------------|---------------|
| 02/14/2019   |            | Q / IMP       |

## Comparable Property Information

- Click here to select comparable properties by recent sales
- Click here to select comparable properties to determine assessment equity
- Click here if you already have parcel numbers that you would like to view in a comparable report

Click here to show sales for all styles in this neighborhood

| Subject | Parcel Number | Address | Style | Living Area Total | Lot Size | Sale Price | Sale Date |
|---------|---------------|---------|-------|-------------------|----------|------------|-----------|
|         |               |         | 61    | 2,800             | 10,019   | \$395,000  | 5/2009    |
|         |               |         | 61    | 2,469             | 13,504   | \$450,000  | 12/2018   |
| 3       |               |         | 61    | 2,752             | 13,068   | \$361,268  | 5/2017    |
|         |               |         | 61    | 2,446             | 12,197   | \$363,000  | 4/2016    |
|         |               |         | 61    | 2,795             | 13,939   | \$405,000  | 5/2017    |
|         |               |         | 61    | 3,355             | 13,504   | \$430,000  | 5/2018    |
|         |               |         | 61    | 2,297             | 13,068   | \$315,000  | 4/2019    |
| 1       |               |         | 61    | 2,800             | 13,068   | \$430,000  | 8/2019    |
| 2       |               |         | 61    | 2,800             | 10,019   | \$460,000  | 6/2016    |

Number each property with 1-5 that you would like to compare and then click Run Comparable (Maximum of 5)  
OR

Click here if you already have parcel numbers that you would like to view in a comparable report.

Choose below to see all Sales within the same Neighborhood or within a specified Distance

By Neighborhood

By Distance

View Comparable Report

Clear Numberings

- Click to select comparable properties by recent sales.
- An automatically generated grid will appear.
- Select the subject properties you want to use for evidence.
- You can also add parcel numbers you want to add to the grid or select a specified distance to select comparables.
- Click View Comparable Report.

# Your Grid is Ready to Print and to Save as Evidence

- Your property grid will list property characteristics, an exterior sketch of the residence, and a photo (if available).
- You can modify your search or run another comparable report.
- If you are filing an appeal based on sales comparables or uniformity, please save your PDF (evidence) to upload when you file your appeal.

[Back to Property Details](#)

[Run another Comparable](#)

[Try another search](#)

[Print](#) [Save as PDF](#)

## Comparable Property Tax Assessment Information Form

Cuba Township

### Appellant Comparables

|  | Subject                 | Comp #1                 | Comp #2                 | Comp #3                 |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| Parcel Number                            |                         |                         |                         |                         |
| Street Address                           |                         |                         |                         |                         |
| City Zip                                 |                         |                         |                         |                         |
| Neighborhood Code                        | 1421100                 | 1421100                 | 1421100                 | 1421100                 |
| Neighborhood Name                        | Victoria                | Victoria                | Victoria                | Victoria                |
| Distance                                 | See Map                 | 0.05 Miles              | 0.16 Miles              | 0.22 Miles              |
| Land Size                                | 0.230 Acres / 10,019 SF | 0.300 Acres / 13,068 SF | 0.230 Acres / 10,019 SF | 0.300 Acres / 13,068 SF |
| Primary Land Method                      | 9 Per SqFt/Range        | 9 Per SqFt/Range        | 9 Per SqFt/Range        | 9 Per SqFt/Range        |
| Story Height                             | Two Story               | Two Story               | Two Story               | Two Story               |
| Style                                    | 61                      | 61                      | 61                      | 61                      |
| Construction                             | Frame                   | Frame                   | Frame                   | Frame w/Brick           |
| Brick                                    | 616 SF / 0 Lin SF       | 616 SF / 0 Lin SF       | 624 SF / 0 Lin SF       | 616 SF / 0 Lin SF       |
| Year Built / Effective                   | 1993 / 1993             | 1993 / 1993             | 1993 / 1993             | 1993 / 1993             |
| Condition                                | AV                      | AV                      | AV                      | AV                      |
| Quality Grade                            | Avg                     | Avg                     | Avg                     | Avg                     |
| Bedrooms **                              | 3                       | 4                       | 3                       | 3                       |
| Full Baths / Half Baths / Total Fixtures | 2 / 1 / 10              | 2 / 1 / 9               | 2 / 1 / 11              | 2 / 1 / 11              |

# Save Your Grid as Evidence

- Click Save as PDF
- The grid is automatically named as the 10-digit PIN and type of grid (Sales or Equity Comparable)
- Now you are ready to upload your evidence grid when you file online.

Back to Property Details | Run another Comparable | Try another search

Print Save as PDF

**Comparable Property Tax Assessment Information Form** Cuba Township

Apparent Comparables

|  | Subject | Comp #1 | Comp #2 | Comp #3 |
|--|---------|---------|---------|---------|
|  |         |         |         |         |

Save As

This PC > Desktop

Organize New folder

| Name          | Date modified       | Type        | Size |
|---------------|---------------------|-------------|------|
| Desktop Items | 10/10/2019 11:04 AM | File folder |      |

File name: 13- Equity Comparable Report.pdf

Save as type: Adobe Acrobat Document (\*.pdf)

Save Cancel

# Creating a Grid For Equity of Assessments

- Click to select comparable properties by assessment equity.
- An automatically generated grid will appear.
- Select the subject properties you want to use for evidence.
- You can also add parcel numbers you want to add to the grid or select a specified distance to select comparables.
- Click View Comparable Report.

## Assessment Information

| Year | Farm Land Assessed | Farm Building Assessed | Land Assessed | Building Assessed | Total Assessed | Land Market | Building Market | Total Market |
|------|--------------------|------------------------|---------------|-------------------|----------------|-------------|-----------------|--------------|
| 2018 | \$0                | \$0                    | \$81,335      | \$157,941         | \$239,276      | \$244,029   | \$473,870       | \$717,900    |
| 2017 | \$0                | \$0                    | \$79,701      | \$154,768         | \$234,469      | \$239,127   | \$464,350       | \$703,477    |
| 2016 | \$0                | \$0                    | \$76,695      | \$148,930         | \$225,625      | \$230,108   | \$446,835       | \$676,943    |
| 2015 | \$0                | \$0                    | \$71,933      | \$139,683         | \$211,616      | \$215,821   | \$419,091       | \$634,911    |

## Sales Information

| Date of Sale | Sale Price | Sale Validity |
|--------------|------------|---------------|
| 02/14/2019   |            | Q / IMP       |

## Comparable Property Information

[Click here to select comparable properties by recent sales](#)  
[Click here to select comparable properties to determine assessment equity](#)  
[Click here if you already have parcel numbers that you would like to view in a comparable report](#)

## Subject Information

Parcel Number: 13 Address:

## Equity In Same Neighborhood for Style 61

[Click here to show equity for all styles in this neighborhood](#)

|         | Parcel Number | Address | Style | Living Area Total | Lot Size | Assessed Value | Year Built |
|---------|---------------|---------|-------|-------------------|----------|----------------|------------|
| Subject |               |         | 61    | 2,800             | 10,019   | \$150,784      | 1993       |
| ▼       |               |         | 61    | 2,676             | 9,148    | \$103,323      | 1993       |
| ▼       |               |         | 61    | 2,170             | 10,019   | \$126,927      | 1993       |
| ▼       |               |         | 61    | 2,297             | 10,019   | \$131,236      | 1993       |
| 1 ▼     |               |         | 61    | 2,800             | 10,890   | \$148,688      | 1993       |
| 2 ▼     |               |         | 61    | 2,800             | 13,068   | \$156,689      | 1993       |
| ▼       |               |         | 61    | 2,469             | 13,504   | \$130,964      | 1993       |
| 3 ▼     |               |         | 61    | 2,676             | 11,326   | \$142,463      | 1992       |
| ▼       |               |         | 61    | 2,213             | 11,326   | \$122,470      | 1993       |

Number each property with 1-5 that you would like to compare and then click Run Comparable (Maximum of 5).

[Click here if you already have parcel numbers that you would like to view in a comparable report.](#)

Choose below to see all Sales within the same Neighborhood or within a specified Distance

By Neighborhood

By Distance

[View Comparable Report](#) [Clear Numberings](#)

# Your Grid is Ready to Print and to Save as Evidence

- Your property grid will list property characteristics, an exterior sketch of the residence, and a photo (if available).
- You can modify your search or run another comparable grid.
- If you are filing an appeal based on sales comparables or uniformity, please save your PDF (evidence) to upload when you file your appeal.

[Back to Property Details](#)

[Run another Comparable](#)

[Try another search](#)

Print Save as PDF

## Comparable Property Tax Assessment Information Form

Cuba Township

### Appellant Comparables

|  | Subject                 | Comp #1                 | Comp #2                 | Comp #3                 |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| Parcel Number                            |                         |                         |                         |                         |
| Street Address                           |                         |                         |                         |                         |
| City Zip                                 |                         |                         |                         |                         |
| Neighborhood Code                        | 1421100                 | 1421100                 | 1421100                 | 1421100                 |
| Neighborhood Name                        | Victoria                | Victoria                | Victoria                | Victoria                |
| Distance                                 | See Map                 | 0.05 Miles              | 0.16 Miles              | 0.22 Miles              |
| Land Size                                | 0.230 Acres / 10,019 SF | 0.300 Acres / 13,068 SF | 0.230 Acres / 10,019 SF | 0.300 Acres / 13,068 SF |
| Primary Land Method                      | 9 Per SqFt/Range        | 9 Per SqFt/Range        | 9 Per SqFt/Range        | 9 Per SqFt/Range        |
| Story Height                             | Two Story               | Two Story               | Two Story               | Two Story               |
| Style                                    | 61                      | 61                      | 61                      | 61                      |
| Construction                             | Frame                   | Frame                   | Frame                   | Frame w/Brick           |
| Brick                                    | 616 SF / 0 Lin SF       | 616 SF / 0 Lin SF       | 624 SF / 0 Lin SF       | 616 SF / 0 Lin SF       |
| Year Built / Effective                   | 1993 / 1993             | 1993 / 1993             | 1993 / 1993             | 1993 / 1993             |
| Condition                                | AV                      | AV                      | AV                      | AV                      |
| Quality Grade                            | Avg                     | Avg                     | Avg                     | Avg                     |
| Bedrooms **                              | 3                       | 4                       | 3                       | 3                       |
| Full Baths / Half Baths / Total Fixtures | 2 / 1 / 10              | 2 / 1 / 9               | 2 / 1 / 11              | 2 / 1 / 11              |

# Save Your Grid as Evidence

- Click Save as PDF
- The grid is automatically named as the 10-digit PIN and type of grid (Sales or Equity Comparable)
- Now you are ready to upload your evidence grid when you file online.

[Back to Property Details](#) | [Run another Comparable](#) | [Try another search](#)

Print Save as PDF

**Comparable Property Tax Assessment Information Form** Cuba Township

Apparent Comparables

|  | Subject | Comp #1 | Comp #2 | Comp #3 |
|--|---------|---------|---------|---------|
|  |         |         |         |         |

Save As

This PC > Desktop

Organize New folder

| Name          | Date modified       | Type        | Size |
|---------------|---------------------|-------------|------|
| Desktop Items | 10/10/2019 11:04 AM | File folder |      |

File name: 13- Equity Comparable Report.pdf

Save as type: Adobe Acrobat Document (\*.pdf)

Save Cancel

# Next Step: Determine the Reason for Your Appeal

- Factual Error (e.g. incorrect square footage or other property characteristics)
- Recent Appraisal – You obtained an appraisal effective January 2020
- Recent Purchase of Property – You purchased the subject property in 2019 or 2020 and the sale price is less than the Assessed Market Value listed in the Assessment Notice.
- Recent Sales Comparables – The sales price per AGLA (above grade living area) of recent sales in your neighborhood is less than the market value per AGLA of your subject property.
- Equity of Assessments Comparables – The building assessment per AGLA of your subject property is greater than the AGLA of comparable properties in your neighborhood.
- Matters of Law



# Gather Evidence For Your Appeal Reason

| Reason for Appeal                 | Evidence  |
|-----------------------------------|---|
| Factual errors                    | Must include a Property Record Card, statement highlighting incorrect and correct data and requires Assessor access to property. Please contact your Township Assessor's Office for a Property Record Card. |
| Recent Appraisal                  | Provide a 2020 appraisal demonstrating the Market Value is less than the Market Value on your Assessment Notice.  |
| Recent Purchase of Property       | PTAX-203 Real Estate Transfer Form, MLS listing or Closed Client Listing Sheet, or other closing documents.   |
| Recent Sales Comparables          | Go to the IMSLake.org and select your comparables based on recent sales. Save the IMSLake Grid as evidence to upload on SmartFile.  |
| Equity of Assessments Comparables | Go to the IMSLake.org and select your comparables based on uniformity. Save the IMSLake Grid as evidence to upload on SmartFile.  |
| Matters of Law                    | Written statement listing your matters of law.  |

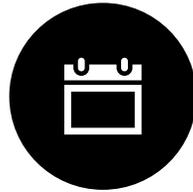


View Lake County's  
Assessment Appeal Video

- Watch the Video
- Gather your evidence and save it in a folder on your computer for easy access when filing online.

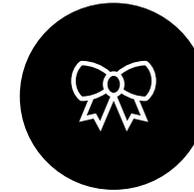


Link to the 2020 Board of Review Rules.



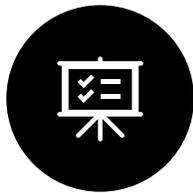
| Township     | Date of Publication |
|--------------|---------------------|
| Cuba         | 8/6/2020            |
| Ela          | 8/27/2020*          |
| Grant        | 8/20/2020*          |
| Libertyville | 8/20/2020*          |
| Vernon       | 9/3/2020*           |

\* Tentative Dates



| Township     | Final Filing Dates |
|--------------|--------------------|
| Cuba         | 9/8/2020           |
| Ela          | 9/28/2020*         |
| Grant        | 9/21/2020*         |
| Libertyville | 9/21/2020*         |
| Vernon       | 10/5/2020          |

\* Tentative Dates



**\*Evidence must be submitted at time of filing except Appraisals. They must be filed within (14) calendar days of filing deadline for residential and (30) days for industrial and commercial.**

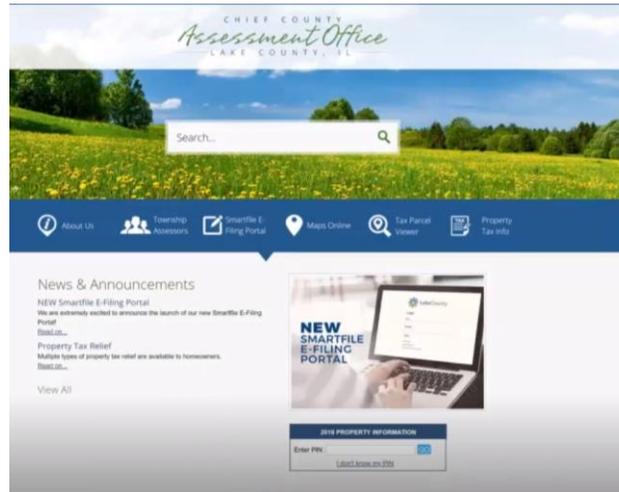


**\*\*All 2020 Appeals and evidence may be published on the Lake County Chief County Assessor's website.**

# Read the 2020 Board of Review Rules and Important Filing Date Information

# Register to File on Lake County's SmartFile Portal

1



2



[https://lakecountyilpaefile.tylertech.com/lake\\_il\\_sf](https://lakecountyilpaefile.tylertech.com/lake_il_sf)

3



## Account Registration

To register for a new account, complete the information below and click the Register button.

Email

Password

8-character minimum: case-sensitive

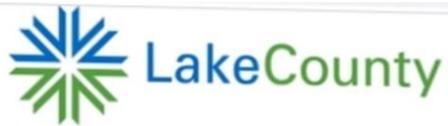
4



## Account Registration

Your account has been created.

To log in: **Check your email.** A message will be sent to [redacted] shortly with



## Login

Email

Password

Login

[Forgot password?](#)

[New user? Create an account](#)

Enter email and password



[Available Filings](#) [My Filings](#) [Message Center](#) [Account](#) [Sign Out](#)

## Available Filings

To create a new filing, click on a filing type below.

[AP - Appeal Intervenor Request](#)

[AP - Assessment Appeal](#)

Use this filing to submit an appeal with the Board of Review.

[AP - Supplemental Attachments/Additional Evidence](#)

Use this filing to submit rebuttal or additional evidence to an assessment appeal that has already been filed.

Select Assessment Appeal



[Available Filings](#) [My Filings](#) [Message Center](#) [Account](#) [Sign Out](#)

## Residential and Commercial Appeal Forms

For assistance with filing an appeal, please [click here](#) to view our online tutorial video.

[Begin Filing](#)

Click Begin Filing Tab

# Begin Filing Your Appeal

## Search for Property

Please search for your property using one or more of the search options below. Once you find your property, select it in the search results grid Start Filing button.

**NOTE: If an active appeal is already on file you will not be able to submit a new one. Please contact the CCAO office at assessor@la call 847-377-2050.**

If you know your Property's Identification Number (PIN), enter it here:

Parcel PIN:

  
without hyphens or spaces

If you do not know your Property's Identification Number (PIN), you can search by Owner Name or Property Ac

Owner Name:

Last Name, First Name

A wildcard is assumed at the end; to include a wildcard in another position type '%'. For example:

Frank will return: Frank, Franklin, Franken, Frankel, etc.

B%owski will return: Bojarski, Bronowski, Bukowski, etc.

Building/House Number:

Street Name:

Search

## Search Results

|              | Parcel PIN | Location Address | Message |
|--------------|------------|------------------|---------|
| Start Filing |            |                  |         |

1

Enter your 10-digit PIN and click Start Filing



Available Filings My Filings Message Center Account Sign Out

Acknowledge

Application

Appeal Reason

Additional Properties

Appeal Detail

Commercial Income

Comparable Selection

Comparable Display

Attachments

Submit

Tax Year:2019

## Residential Appeal Form

### Terms and Conditions

The LIBERTYVILLE Township final filing date is

To submit an appeal using this online application, the user must complete all of the required steps and electronically submit the appeal by the published township final filing date. The Board of Review will not recognize incomplete e-filings as a completed submission. By checking the "I acknowledge" box below, the user understands and accepts these requirements.

**Please Note:** This online application depends upon the successful operation of electronic systems, each beyond control of the Board of Review. Lake County cannot guarantee the availability of the online application, and the Board highly recommends appellants not wait until a filing deadline to submit their appeals online. Filing deadlines are fixed and not extended if, for some reason, the online application is unavailable.

I acknowledge and accept the term above.\*

Cancel Filing

Next

Acknowledge and accept terms and click Next

# Enter Subject Property and Accept Terms

Acknowledge **Application** Appeal Reason Additional Properties Appeal Detail Commercial Income Comparable Selection

Comparable Display Attachments Submit

Tax Year: 2019

### Residential Appeal Form

Owner/Appellant:  

Address:

Email 1:   Email 2:

Primary Phone:   Secondary Phone:

Add Attorney to Appeal

Principal Residence?   Purchase Price:  Date:

Listed for Sale?

This property has a pending appeal with the Illinois Property Tax Appeal Board:  
 2018  2017  2016  Stipulation Reached

Appearance Type - Please Choose One:  
 

Email 1:   Email 2:

Primary Phone:   Secondary Phone:

Add Attorney to Appeal

Principal Residence? Yes  Purchase Price:  Date:

Listed for Sale?

This property has a pending appeal with the Illinois Property Tax Appeal Board:  
 2018  2017  2016  Stipulation Reached

Appearance Type - Please Choose One:  
 

I am requesting that the Board decide this appeal based on the information provided herein. I will not appear in person nor telephone the Board.  
 I wish to appear in person. Please notify me of the hearing.  
 I wish to telephone the Board. Please notify me of my designated date and time to call.

Complete Contact Form and Select Appearance Type

# Choose Appeal Reason and Enter Requested Market Value

Available Filings My Filings Message Center Account Sign Out

Acknowledge Application **Appeal Reason** Additional Properties Appeal Detail Commercial Income Comparable Selection

Comparable Display Attachments Submit

Residential Appeal Form XXXXXXXXXX / Tax Year: 2020

Appeal Reason

You can select multiple reasons for your assessment appeal. You will be asked to supply evidence for each of the reasons you select. Please check the reason(s) for this appeal:

- 1. Factual Error – Property Characteristics**  
This type of case involves questions on the accuracy of property characteristics used by the township assessor in the assessment process. The types of questions that might arise in this area are the actual living area of the home, number of bathrooms, size of the basement, total land area, etc. For additional information, see the Board's Rules, Section IV A.
- 2. Recent Purchase of Property**  
In this case you may have a 2019 or 2020 sale that you would like the Board of Review to consider as evidence of fair cash value for January 1, 2020. There are a series of required questions related to the transaction, along with the ability to upload sales documentation including the signed and completed Settlement Statement or the Closing Disclosures and Summaries of Transactions for the Board's considerations. For additional information, see the Board's Rules, Section IV B.
- 3. Recent Appraisal**  
In this case, you have a real estate appraisal that you would like the Board of Review to consider as evidence of fair cash value for January 1, 2020. The ability to upload the appraisal is provided. If your appraisal is yet to be completed, you will be reminded of the Board's deadlines for your document. For additional information, see the Board's Rules, Section IV C.
- 4. Recent Sales Comparables**  
This case involves the submission of comparable properties that have recently sold using the Lake County Comparable Property Grid. Generally, the key metric in these cases is to compare the sale price per AGLA of the submitted comparables to the market value per AGLA of the subject property. Remember that the Board of Review will be looking for the best comparable sales evidence in determining the fair cash value as of January 1, 2020. In performing your comparable search, be sure to look for properties that are similar to yours. For additional information, see the Board's Rules, Section IV C.
- 5. Equity of Assessment Comparables**  
This case involves the submission of comparable properties using the Lake County Comparable Property Grid. Generally, the key metric in these cases is to compare the building assessment per AGLA of the subject to the building assessments per AGLA of the submitted comparables. In making their decision, the Board of Review will be considering the notable differences between the subject property and comparables so be sure to look for properties that are similar to yours. For additional information, see the Board's Rules, Section IV D.
- 6. Matter of Law and Other**

## Requested Value

Per state statute, property is to be assessed at 33.33% (one-third) of its market/fair cash value.

|          | Current Market | Current Assessed | Requested Market | Requested Assessed |
|----------|----------------|------------------|------------------|--------------------|
| Land     | \$50,786       | \$16,927         | \$50,786         | \$16,927 ✓         |
| Building | \$114,644      | \$38,211         | \$90,009         | \$30,000 ✓         |
| Total    | \$165,430      | \$55,138         | \$140,795        | \$46,927           |

Calculate

Previous

Cancel Filing

Next

Available Filings My Filings Message Center Account Sign Out

Acknowledge Application Appeal Reason **Additional Properties** Appeal Detail Commercial Income Comparable Selection

Comparable Display Attachments Submit

### Additional Properties

Enter contiguous parcels to be included in the Appeal. If the properties are not contiguous or related, a separate appeal should be completed for each instance.

Note: If you are requesting a reduction for the additional parcels listed below, the requested land and requested building amounts you enter should be equal to 33.33% of the market value of the additional parcels.

**Add** Delete Calculate

| Twp                 | PIN | Appeal Deadline | Curr Assd Land | Curr Assd Bldg | Curr Assd Total | Curr Market T... | <b>Req Assd</b> |
|---------------------|-----|-----------------|----------------|----------------|-----------------|------------------|-----------------|
| No items to display |     |                 |                |                |                 |                  |                 |

◀ ◁ 0 ▷ ▶ ▶▶

After each additional parcel is added, press Tab or Enter and the system will populate the current assessment and market values for you after a few brief moments.

Previous Cancel Filing **Next**

# Add Additional PINS if Applicable

Otherwise click next



## Residential Appeal Form



### 1. Factual Error – Property Characteristics

Please review your property characteristics below and select one or more checkboxes to indicate which characteristic(s) see incorrect.

If there is a discrepancy in the characteristics it is highly recommended that you contact your local township asses office for a possible resolution before filing an appeal.

#### Township Contact Information:

359 MERRILL COURT

LIBERTYVILLE ,IL 60048  
847-362-5900

|                  |                       |  |                          |
|------------------|-----------------------|--|--------------------------|
| PIN:             |                       | <input type="checkbox"/> Nbhd Number:                |                          |
| Street Address:  |                       | <input type="checkbox"/> Nbhd Name:                  |                          |
| City ST, Zip:    | LIBERTYVILLE IL 60048 | <input type="checkbox"/> Class:                      | 40                       |
|                  |                       | <input type="checkbox"/> Class Descr:                | Residential Improvements |
| Land Amount:     | \$16,927              | <input type="checkbox"/> Total Land Sq Footage:      | 0                        |
| Building Amount: | \$38,211              | <input type="checkbox"/> Structure Type / Stories:   | WOOD FRAME               |
| Total Amount:    | \$55,138              | <input type="checkbox"/> Architectural Style:        | 5                        |
| Township:        | LIBERTYVILLE          | <input type="checkbox"/> Exterior Cover:             | WOOD SIDING              |
|                  |                       | <input type="checkbox"/> Multiple Buildings:         | N                        |
|                  |                       | <input type="checkbox"/> Year Built / Effective Age: | 1970/1970                |
|                  |                       | <input type="checkbox"/> Condition:                  | AVERAGE CONDITION        |
|                  |                       | <input type="checkbox"/> Quality Grade:              | Good                     |
|                  |                       | <input type="checkbox"/> Above Ground Living Area:   | 1380                     |
|                  |                       | <input type="checkbox"/> Basement:                   | FULL                     |
|                  |                       | <input type="checkbox"/> Finished Lower Level:       |                          |
|                  |                       | <input type="checkbox"/> Rec. Room Area:             | 0                        |
|                  |                       | <input type="checkbox"/> Finished Basement:          | 0                        |
|                  |                       | <input type="checkbox"/> Number of Full Bathrooms:   | 1                        |
|                  |                       | <input type="checkbox"/> Number of Half Bathrooms:   | 2                        |



The image is not available

# Appeal – Factual Error

- Go to [IMSLake.org](https://www.IMSLake.org) to confirm the most current property characteristics. Call your local assessor if there are any errors.
- Factual Error appeals are generally resolved in the local assessors' office.

**2. Recent Purchase of Property**

Please upload sales documentation including the signed and completed Settlement Statement or the Closing Disclosures and Summaries of Transactions document from the recent sale on the Attachments Tab.

Note: If you have access to a copy of the MLS listing sheet and MLS listing history from your real estate agent, that information is excellent additional documentation to support an assessment appeal that is based upon a recent purchase. Please upload the additional documentation on the Attachments Tab.

Select Sale Transaction:  \*   
ⓘ This field is required.

Did the sale involve more than one PIN?  \*   
ⓘ This field is required.

What was the date of transaction?  Purchase Price:

What type of deed was filed?  \*   
ⓘ This field is required.

Was the property advertised for sale?  \*   
ⓘ This field is required.

Optional: How did you find out about this property? (maximum 500 characters)

Check all items that apply to this sale:

- Fulfillment of installment contract
- Sale between related individuals or corporate affiliates
- Transfer of less than 100 percent interest
- Court-ordered sale
- Sale in lieu of foreclosure
- Condemnation
- Short Sale
- Bank REO



Available Filings My Filings Message Center Account Sign Out

Acknowledge Application Appeal Reason Additional Properties Appeal Detail ❗ Commercial Income Comparable Selection

Comparable Disposition  submit

**Matter of Law and Other**

If your appeal is based on Matter of Law and Other you must either explain the reason in the text box on the Appeal Detail tab or attach a legal brief or explanation document here.

**Current Attachments:**

Attach more files for this category:

drop files here to upload

**Recent Purchase**

If your appeal is based on Recent Purchase, you must attach the sales documentation here (e.g. the signed and completed Settlement Statement or the Closing Disclosures and Summaries of Transactions document).

\* - You must attach at least one document in this category.

**Current Attachments:**

Attach more files for this category:

drop files here to upload

**Factual Explanation**

If your appeal is based on factual error, you must either explain the error on the Appeal Detail tab or attach an explanation here.

**Current Attachments:**

Attach more files for this category:

drop files here to upload

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# Appeal – Recent Purchase of Property

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Available Filings My Filings Message Center Account Sign Out

Acknowledge Application Appeal Reason Additional Properties **Appeal Detail** Commercial Income Comparable Selection

Comparable Display Attachments Submit

Residential Appeal Form Tax Year: 2020

- 1. Factual Error – Property Characteristics
- 2. Recent Purchase of Property
- 3. Recent Appraisal
 

An appraisal which does not accompany an initial application is acceptable to the Board, if it is received by the Board (irrespective of the post mark) within fourteen (14) calendar days of the filing deadline for residential properties or within thirty (30) calendar days of the filing deadline for commercial properties. The appraisal can be submitted within this application, or as a supplemental attachment using the supplemental attachment filing.

My appraisal is forthcoming I will submit my appraisal by the date specified below.

LIBERTYVILLE Township's appraisal deadline date is for Residential Properties.

Do you believe this will be a reduction of \$100,000 assessed value (market value of \$300,000) or more?
- 4. Recent Sales Comparables
- 5. Equity of Assessment Comparables
- 6. Matter of Law and Other
 

Either attach an explanation on the attachments tab, or explain below:

Available Filings My Filings Message Center Account Sign Out

Acknowledge Application Appeal Reason Additional Properties **Appeal Detail** Commercial Income Comparable Selection

Comparable Display **Attachments** Submit

### Recent Sales/Equity of Assessment Comparable Grid

If your appeal is based on Recent Sales Comparables or Equity of Assessments Comparables and you would like to upload your comparison grids from Public Access site, please attach them here.

**Current Attachments:**

Attach more files for this category:

Select files... *drop files here to upload*

### Recent Appraisal

If your appeal is based on an Appraisal, you must either specify that the appraisal is forthcoming on the Appeal Detail tab or attach it here. (Maximum file size)

**Current Attachments:**

Attach more files for this category:

Select files... *drop files here to upload*

# Appeal – Recent Appraisal

# Appeal – Comparable Sales

- Comparable grids for Cuba, Ela, Grant, Libertyville and Vernon Townships are available on IMSLake.org.
- Earlier slides demonstrated how to create the grid and save it to your computer.
- **Instead of hitting “Next” proceed to the Attachments tab and upload your grid and any other evidence you may have.**

A screenshot of the Lake County website's Residential Appeal Form. The page features the Lake County logo at the top left. A navigation bar includes links for Available Filings, My Filings, Message Center, Account, and Sign Out. Below this, a secondary navigation bar has tabs for Acknowledge, Application, Appeal Reason, Additional Properties, and Appeal Detail (which is highlighted in blue). Under the Appeal Reason tab, there are sub-tabs for Comparable Display, Attachments, and Submit. The main content area is titled "Residential Appeal Form" and contains a list of six options, each with a checkbox: 1. Factual Error – Property Characteristics, 2. Recent Purchase of Property, 3. Recent Appraisal, 4. Recent Sales Comparables (highlighted with a yellow box), 5. Equity of Assessment Comparables, and 6. Matter of Law and Other. The description for option 4 reads: "Search for comparable properties that have recently sold to evaluate the market value of your comparable grid to use as evidence on the upcoming Comparable Selection tab."A screenshot of the Lake County website's Appeal Form interface, similar to the one above. The navigation bar is the same. In the secondary navigation bar, the "Attachments" tab is highlighted with a yellow box. The "Submit" button is also visible to the right of the Attachments tab.

# Appeal – Equity of Assessments

- Comparable grids for Cuba, Ela, Grant, Libertyville and Vernon Townships are available on IMSLake.org.
- Earlier slides demonstrated how to create the grid and save it to your computer.
- Instead of hitting “Next” proceed to the Attachments tab and upload your grid and any other evidence you may have.

A screenshot of the Lake County website's Residential Appeal Form. The page features the Lake County logo at the top left. A navigation bar includes links for Available Filings, My Filings, Message Center, Account, and Sign Out. Below this, a secondary navigation bar shows tabs for Acknowledge, Application, Appeal Reason, Additional Properties, and Appeal Detail (which is highlighted in blue). Underneath, there are links for Comparable Display, Attachments, and Submit. The main content area is titled "Residential Appeal Form" and contains a list of six categories with checkboxes: 1. Factual Error – Property Characteristics, 2. Recent Purchase of Property, 3. Recent Appraisal, 4. Recent Sales Comparables, 5. Equity of Assessment Comparables (highlighted with a yellow box), and 6. Matter of Law and Other. Below item 5, there is a sub-instruction: "Search for comparable properties to evaluate the equity of your assessment and generate the upcoming Comparable Selection tab."A screenshot of the Lake County website's Attachments tab. The page features the Lake County logo at the top left. A navigation bar includes links for Available Filings, My Filings, Message Center, Account, and Sign Out. Below this, a secondary navigation bar shows tabs for Acknowledge, Application, Appeal Reason, Additional Properties, Appeal Detail (with a red notification icon), Commercial Income, and Comparable Selection. Underneath, there are links for Comparable Display, Attachments (highlighted with a yellow box), and Submit.

# Appeal - Matters of Law

Either attach an explanation in the Attachments tab or explain your reason below.

Available Filings My Filings Message Center Account Sign Out

Acknowledge ! Application Appeal Reason Additional Properties **Appeal Detail** Commercial Income Comparable Selection

Comparable Display Attachments Submit

Residential Appeal Form ██████████ / Tax Year:2020

- 1. Factual Error – Property Characteristics
- 2. Recent Purchase of Property
- 3. Recent Appraisal
- 4. Recent Sales Comparables
- 5. Equity of Assessment Comparables
- 6. Matter of Law and Other

Either attach an explanation on the attachments tab, or explain below:

Previous Cancel Filing **Next**

# Call for more information

| IMS Lake County Assessor's Offices                             |  |
|--|--|
| Cuba Township Assessor's Office<br>Rebecca M. Tonigan          | 847-381-1120<br><a href="mailto:info@cubaassessoril.gov">info@cubaassessoril.gov</a>             |
| Ela Township Assessor's Office<br>John Barrington              | 847-438-8370<br><a href="mailto:jbarrington@elaassessor.org">jbarrington@elaassessor.org</a>     |
| Grant Township Assessor's Office<br>Jeri Barr                  | 847-546-8880<br><a href="mailto:jbarr@granttwpassessor.com">jbarr@granttwpassessor.com</a>       |
| Libertyville Township Assessor's Office<br>Christine G. Feeney | 847-362-5900<br><a href="mailto:info@libertyvilleassessor.com">info@libertyvilleassessor.com</a> |
| Vernon Township Assessor's Office<br>Gary P. Raupp             | 847-634-4602<br><a href="mailto:graupp@vernonassessor.com">graupp@vernonassessor.com</a>         |