

Farlap & Associates is not a law firm, we are consultants. Nothing in this email is to be considered legal advice. Law prevents consultants from representing homeowners at the Cook County Board of Review. We give you proof you are overtaxed and you submit your own appeal online to the Cook County Board of Review, making the appeal yours! Results come in 60-90 days via US Mail. For complete Board of Review rules please visit their website: <https://www.cookcountyboardofreview.com> Please let us know if you have any issues.

Both the Cook County Assessor's Office and the Board of Review have a 30 day window each year in which you may submit an appeal. Many people learn of the deadline on the DEADLINE DAY. So once you file online, EVEN ON THE DEADLINE DAY, you buy yourself additional time (appx. 10 days) to mail or walk-in evidence into the county via US MAIL. Dates change with each township. Filing a generic appeal with no evidence is rather easy at both agencies. Below is a sample outline for the Board of Review.

Step 1: Go to www.cookcountyboardofreview.com and there should be an ORANGE tab hanging from TOP RIGHT "Submit An Appeal" or a LARGE "FILE AN APPEAL" in center of their homepage, click either one.

Step 2: At the Board of Review's website click "Submit as guest" (tip - click it again if you don't see screen shot in step 3), this appears to be a glitch.



Step 3: On the first dropdown box select 'Property Over-Assessed', Type in your Property Index Number, (it can be found on a tax bill or at www.cookcountypropertyinfo.com searching by address) Click "I am not a Robot" a pop-up window may appear requiring you to select images to prove that you are a human. Click Next

Submit Appeal

For instructions on filing an appeal, please [click here](#).

* Please select the type of appeal that you would like to file with the Cook County Board of Review.

Property Over-Assessed ▼

* Property Index Number

11-11-111-111-0000

[Having trouble locating your PIN?](#)

* Are you a registered Board of Review Attorney?

Yes No

I'm not a robot



reCAPTCHA
Privacy - Terms

Next

Notice: Non-attorneys are not authorized to represent any person or legal entity at the BOR. Those in violation of the above will be reported to the appropriate enforcement agency. Appeals filed in connection with these violations are subject to denial pursuant to Rule 2 of the [Board of Review Rules](#).

Step 4: CAUTION: IF YOU SEE "TOWNSHIP IS IN PRE-FILE" you're working on the wrong PIN or your APPEAL WINDOW HAS PASSED, stop here. Otherwise, keep reading. MOST HOMES HAVE ONLY ONE PIN NUMBER, SOME HOMES HAVE MULTIPLE PINS. Select 'NO' if you have ONE PIN number. Select 'YES' if you have MORE THAN ONE PIN so you can enter the ADDITIONAL PIN numbers.



The Cook County Board of Review Portal

Commissioner
Larry R. Rogers, Jr.

Commissioner
Dan Patlak

Commissioner
Michael Cabonargi

» Home

» Login/Register

Login/Register to File for Appeals

» Submit Appeal as
Guest

Submit Appeals of Property Valuation and
Tax Exemptions

Add Associated PINs

Township is Open

Property Index Number

05-21-402-001-0000

Do you wish to add associated
PINs used to identify your
property?

No

Submit

Step 5:

Check if your information is correct, if not type in the correct information. Most people make the following choices:

On 'Appellant type' they select Owner or the proper type

On 'Would you like to request a hearing?' they select NO. (No decision is given at hearing, decisions still come appx 60-90 days after hearing).

On 'When did you purchase the property' select OLDER unless you bought in the last several years. If so, Year and Purchase Price if you know it. **TIP: When entering purchase info do NOT use \$ or Commas just Numbers or it may not take it.**

Click on NEXT

Appellant Information

Township is Open

Home

Login/Register

Login/Register to File for Appeals

Submit Appeal as Guest

Submit Appeals of Property Valuation and Tax Exemptions

* Appellant Name

John Doe

* Appellant Address

118 N Clark Street

* Appellant City

Chicago

* Appellant State Abbreviation

IL

* Appellant Zip

60602

* Appellant's Phone Number

(312) 603-5542

* Appellant's E-mail Address

youremailaddress@email.com

* Confirm Appellant's E-mail Address

youremailaddress@email.com

* Appellant Type

owner

* I request the opportunity to appear for a hearing before the Cook County Board of Review, 118 N. Clark St., Room 601 Chicago, IL 60602.

Yes No

(if you do not request a hearing, your complaint will be adjudicated based upon the written evidence submitted on your behalf and information available to the Board of Review).

When did you purchase your property?

Older

Next



Step 6:

On the 'Notes' page type you can type any notes you wish, but you may wish to keep it short and be nice. Here you may wish to say something like "I am catching the deadline, I will mail evidence in before the documentation deadline", use your own words.



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Submit Appeals of Property Valuation
and Tax Exemptions

Notes Page

List comparable property index numbers (PIN's) below, or provide additional comments regarding your submission.

I am mailing in evidence before the documentation deadline. Thank you.

Next

Step 7:

Check if all information is correct. Do not worry about Purchase Price \$0.



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Guest

Submit Appeals of Property Valuation
and Tax Exemptions

Confirmation

Thank you for filing a complaint online with the Cook County Board of Review. Below is a summary of your submission. Please review and make the necessary changes.

Property Index Number(s)

PIN

Associated PINs **11-11-111-111-0000**

ID

PIN

Appellant's Contact Information

Contact Name	<i>John Doe</i>
Phone Number	<i>(312) 603-5542</i>
Email Address	<i>youremailaddress</i>
Address	<i>youremailaddress</i>
City	<i>Chicago</i>
State	<i>IL</i>
Zip	<i>60602</i>

Property Description & Status of Appellant

Step 8:

Scroll down. YOU WILL SEE "SUBMIT" AT THE BOTTOM HERE BUT **YOU ARE NOT DONE**. DO NOT WALK AWAY.

Check all information is correct.

Check on the box to confirm and put your Initials below.

Click on **SUBMIT**. **Do NOT CLICK UPDATE**.

Property Description & Status of Appellant

Property Address: 118 N Clark Street

Township: YourTownship

City: Chicago

Property Class: 209

Status of Appellant:

Year Purchased: 0

Purchase Price: 0

Request Hearing:

[Home](#)
[Login/Register](#)
 Login/Register to File for Appeals
[Submit Appeal as Guest](#)
 Submit Appeals of Property Valuation and Tax Exemptions

Is this information Correct?

* Please check to confirm all information listed above is correct and true

By initialing below, I hereby assert my belief that the above described real estate has been over-assessed by the Cook County Assessor. I have read the above complaint, have personal knowledge of the contents thereof, and certify that it is true in substance and in fact, under the penalties as provided by law pursuant to Section 1-109 of the Illinois Code of Civil Procedure

Initials of Appellant | JD

The Cook County Board of Review is a quasi-judicial office. Only licensed attorneys and individual taxpayers representing themselves may practice before the Board. Non-attorneys may not complete complaint forms or present an appeal on a taxpayer's behalf because it is considered the unauthorized practice of law. In re Yamaguchi, 118 Ill.2d 417 (1987). Any complaint completed or presented by a non-attorney in the course of representation of a taxpayer may be denied or voided for a lack of jurisdiction.

Notice: If you wish to attach evidence to this appeal, please "Submit" your appeal and proceed to the next page where you will be allowed to upload documentation to support your appeal.

Submit Update

Step 9:

CAUTION: Here you is where you could normally upload evidence, if you're following this guide you probably don't have it or could not locate it. Don't worry, by following this guide you are buying yourself MORE TIME, contact us when you are done and we will help you get that evidence! Just click DONE.



Last Step :

After Selecting DONE above, it should show a CONFIRMATION SCREEN similar to below (If not, the county site has been know to be slow on appeal deadlines or crash after hours, repeat the process later in the day). If you get an message **“There is already an Appeal in the system for this PIN”** when repeating the steps above, this usually means that it worked the first time and they received it and you should have an email receipt from the county or you should get one shortly. **Otherwise PLAN B: USE A HARD APPEAL FORM HERE:**

<https://www.cookcountyboardofreview.com> FORMS- COMPLAINT FORM. If you get it post marked by the deadline day, in the past they would accept them. Download a hard appeal form here and get to the Harrison Post office downtown or FEDEX Office or USP Store. The downtown Harrison post office has an underground garage and an automated stamp machine in the lobby (open 24 hours). When you select postage, choose BUY A DIFFERENT AMOUNT, enter enough postage and it PRINTS TODAYS DATE ON THE STAMP! Date does NOT appeal on FOREVER or basic stamp selection. Drop it in the mailbox. You should get a hard receipt in the next 4-7 days.



And you're done! It was that easy! You just bought **ADDITIONAL TIME TO GET ADDITIONAL DOCUMENTATION IN. [NOW CONTACT OUR OFFICE SO WE CAN PROFESSIONALLY GATHER THE BEST POSSIBLE EVIDENCE TO HELP WARRANT A REDUCTION! 773-409-4405.](#)**

The county will email you a receipt shortly with a **COMPLAINT NUMBER**, most attach the **COMPLAINT NUMBER** to the evidence you are about to send in. How long do you have to send in evidence? Great question! You can see your **EVIDENCE SUBMISSION DEADLINE HERE:** <https://www.cookcountyboardofreview.com> Click DATES – FILING DATES, it will open a PDF and you will see a column **NEXT TO YOUR TOWNSHIP** that says "Evidence Submission Deadline".

Expect an instant email receipt for your appeal from county. Expect decisions in **US MAIL** approximately 60-90 from now! Any reductions granted will show on the **JULY** tax bill **NOT** the March tax bill! This all comes down to "success in numbers" the more people you get fighting around, especially immediate neighbors, the "better off you all will be". Please **LIKE** and **SHARE** our Facebook page because information is power: <https://www.facebook.com/ReduceMyPropertyTaxes> A mention on www.Nextdoor.com would be greatly appreciated (its like Facebook but you can only talk to immediate neighbors)!

ONE LAST FAVOR:

We are the number one place people are leaving. The county isn't going to lose the money, the burden just gets transferred, to your friends and family that are not fighting. Appx 70% of taxpayers have no idea what year the Assessor hits them with a new property tax value (not real value) that most definitely effects property taxes. Quite often the increase letter goes to their mortgage company and they toss it in the garbage. They miss the whole first year of appealing and find out only once the mortgage hikes as most have property taxes included in the mortgage these days. A successful appeal can often lower the mortgage. Did you know the county does not lose the money our clients save either? No way, that tax burden gets transferred to those who are doing NOTHING, those who are NOT fighting! This includes your family and friends, so let's get them onboard and FIGHTING too! **If they live in your immediate area they have the SAME DEADLINE tell them to go to our SIGN ME UP PAGE HERE and JUST DO IT!** If they would like more info as to how much can be saved first, tell them to submit their house on our Free Evaluation form at the bottom of our homepage, there's also a video called "How It Works = Our Guarantee" :

www.AppealUnfairPropertyTax.com