

# REAL PROPERTY TAX SERVICE DIRECTOR'S RECOMMENDATION

FOR A CORRECTION AND / OR REFUND OF REAL PROPERTY TAXES

ERIE COUNTY DIV OF REAL PROPERTY  
95 FRANKLIN STREET  
BUFFALO, NEW YORK 14202



DIRECTOR, SCOTT A. BYLEWSKI  
(716) 858-2715

**FOR ASSESSOR USE ONLY  
ALSO REVERSE SIDE**



TAX LEVYING BODY \_\_\_\_\_

TAX YEAR \_\_\_\_\_ ASSESSING UNIT \_\_\_\_\_

TAX MAP # \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_

**DIRECTOR'S USE ONLY**

PETITION # \_\_\_\_\_

DATE APPLICATION REC'D \_\_\_\_ 20 \_\_\_\_

**DIRECTOR'S COMMENTS:**

_____ REFUND TO BE ISSUED	_____ APPLICATION DENIED
_____ CORRECTED TAX BILL TO BE ISSUED	_____ PENALTY WAIVED IF PAID
_____ DELETE ENTIRE PARCEL FROM TAX ROLL	_____ WITHIN 8 DAYS OF RECEIPT

**OTHER INFORMATION:**

MEANS OF PAYMENT VERIFICATION: \_\_\_\_\_ RECEIPTED TAX BILL  
\_\_\_\_\_ OTHER FINANCE VERIFICATION  
\_\_\_\_\_ OTHER \_\_\_\_\_

**SECTION OF REAL PROPERTY TAX LAW THAT ALLOWS CORRECTION:**

CLERICAL ERROR: \_\_\_\_\_ 550(2) \_\_\_\_\_  
ESSENTIAL FACT: \_\_\_\_\_ 550(3) \_\_\_\_\_  
UNLAWFUL ENTRY: \_\_\_\_\_ 550(7) \_\_\_\_\_  
OTHER: \_\_\_\_\_

RESOLUTION # \_\_\_\_\_

TAX YEAR 20 \_\_\_\_ TAX WARRANT CHANGE \$ \_\_\_\_\_ REFUND AMOUNT \$ \_\_\_\_\_

\_\_\_\_\_  
SCOTT A. BYLEWSKI                      DATE \_\_\_\_\_  
DIRECTOR OF ERIE COUNTY REAL PROPERTY TAX SERVICES

**ASSESSOR CORRECTION VERIFICATION**

**CLERICAL ERROR:  
RPTL SECTION :**

**TRANSCRIPTION ERROR**

- 550(2)a        The assessed value as appearing on my valuation document for this property is  
550(2)g        different than that appearing on the tax roll. (see below for the correct values)

**EXEMPTION ERROR**

- 550(2)b        My records indicate that an error in the computation of a \_\_\_\_\_  
Exemption has been made. (see below for correct exemption and revised taxable value)
- 550(2)c        I have in my office a timely filed \_\_\_\_\_ Exemption of  
which I failed to act upon. (see below for exemption amount)

**SPECIAL DISTRICT ERROR**

(Inc. unpaid water & sewer & letter from effective water or sewer district)

- 550(2)e        The charge for the special district is incorrect based upon documentation in my office  
this parcel. The corrected information is as follows:
- corrected number of units    \_\_\_\_\_  
corrected taxable value    \_\_\_\_\_  
corrected Special Dist Code    \_\_\_\_\_  
corrected amount    \_\_\_\_\_  
corrected SBL to be charged    \_\_\_\_\_

**DUPLICATE ENTRY**

- 550(2)f        The entry for this parcel is duplicated under SBL \_\_\_\_\_ and can be  
verified by a Tax Map Technician.
- 550(2)h        The school tax for this parcel has been previously paid and proof of payment is attached /
- 550(2)I        A mistake in transcription of a relieved school tax.

550(3)        **ERRORS IN ESSENTIAL FACT**    (attach supporting documentation)

550(7)        **UNLAWFUL ENTRIES**    (attach supporting documentation)

Revised Assessed Value    \$ \_\_\_\_\_

Revised Exemption and type: Vets  Aged  Other     Amount of Exemption \$ \_\_\_\_\_

Revised Taxable Value    \$ \_\_\_\_\_

\_\_\_\_\_  
Assessor signature

\_\_\_\_\_  
Date