

**NOTICE OF COMPLETION OF  
TENTATIVE ASSESSMENT ROLL**  
(Pursuant to Real Property Tax Law Section 506 & 526)

**HEARING OF COMPLAINTS**  
*PLEASE BE ADVISED OF THE CHANGES IN PROCEDURE THIS YEAR  
DUE TO THE COVID-19 PANDEMIC*

Notice is hereby given that the Assessor(s) of the Town of GENOA Cayuga County, has completed the TENTATIVE ASSESSMENT ROLL for the current year, and that a copy has been left with the Town Clerk at the Town Office. It may be seen and examined ELECTRONICALLY at Cayuga County Real Property <http://www.cayugacounty.us/459/Real-Property-Services> or The Town Website at <https://www.townofgenoany.com/>

**The Assessor Heather Garner will be in attendance BY PHONE 315-806-5500 with the TENTATIVE ASSESSMENT ROLL on the following dates and times:**

Monday May 11<sup>th</sup> 9am-4pm      Tuesday May 12<sup>th</sup> 4-8pm      Wednesday May 13<sup>th</sup> 4-8pm  
Thursday May 13<sup>th</sup> 9am-4pm      Friday May 15<sup>th</sup> 9am-4pm      Saturday May 16<sup>th</sup> 9am-4pm

Please call 315-806-5500 During the hours above to speak with the Assessor Heather Garner

2020 Assessment Review (Grievance Day) Procedures.

We are taking the following steps to attempt to ensure safety of all involved and at the same time protect the rights of property owners under the Real Property Tax Law.

1. The Board of Assessment Review will hear and examine all complaints on **TUESDAY JUNE 2, 2020** in relation to assessments, on the application of any person believing himself to be aggrieved.
2. The public will not be permitted into the Town Hall. Hearings will be conducted by US POSTAL MAIL OR DROP BOX AT BUILDING 1000 BARTNICK RD. GENOA, NY 13071 or BY Email to [assessorgarner@yahoo.com](mailto:assessorgarner@yahoo.com). ALL APPLICATIONS **MUST BE RECEIVED** NO LATER THAN 8PM.
3. All **properly completed RP-524 forms** (Grievance Forms) must be **SIGNED** by the property owner (**part five of the form**) and received at the Town via mail or email by **8PM ON** Grievance Day to be heard. All supporting documents and information that you wish the Board of Assessment Review to consider must be included with your RP-524 form. Property owners will be notified by US POSTAL MAIL of decisions made by the Board of Assessment Review no later than June 30.
4. The RP-524 form and instructions for filling it out can be found at:  
<https://www.tax.ny.gov/pit/property/contest/completegriev.htm>.

**Contact the Assessor at 315-806-5500 for further assistance if necessary.**

DATED this 24th day of April

Heather Garner  
Assessor