

# Improvements on Leased Land Assessment Application

NAME AND ADDRESS OF OWNER OF THE LAND			NAME AND ADDRESS OF OWNER OF THE IMPROVEMENTS		
Name			Name		
Street or Other Mailing Address			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code

Legal Description and County \_\_\_\_\_

  
  

Description of the Improvements \_\_\_\_\_

I request that the improvements described on this form be assessed and taxed separately to the owner of the improvements.

**sign  
here**

	Signature of Owner of the Land	Date
	Signature of Owner of the Improvements	Date

**FOR COUNTY ASSESSOR'S USE ONLY**

Date Received \_\_\_\_\_ COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
Signature of County Assessor

## INSTRUCTIONS

**Improvements on leased land are real property and may be assessed and taxed separately to the owner of the improvements.**

**WHO MAY FILE.** Any person, corporation, or organization who is the owner of the land, or who is the owner of the improvements, may file Form 402 to seek separate assessment for taxation of the real property improvements. If this form is not filed, the value of the improvements will continue to be assessed to the owner of the real property parcel.

**WHEN AND WHERE TO FILE.** Before March 1, either the owner of the land or the owner of the improvements may file the Form 402 with the county assessor of the county where the improvements are located.

**APPEAL PROCEDURES.** When the Form 402 is filed by the owner of the leased land, notice will be given by the county assessor to the owner of the improvements at the address listed on the form. If the owner of the improvements disagrees with the request for separate assessment of the improvement, an appeal may be filed with the county board of equalization within 30 days of the date of the county assessor's notice.

**SIGNATURE.** This form must be signed by either the owner of the land or the owner of the improvements.

**RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS.**