

[Date]

[Recipient Name]
[Mailing Address]
[City, State, Zip Code]

RE: Notice of Property Tax Assessment

Property Address: [Property Address]
Parcel ID / Account Number: [ID Number]

Dear Property Owner,

This is a formal reminder regarding the upcoming property tax assessment for the current tax year. Our records indicate that the official assessment period has commenced.

Assessment Details:

- Current Market Value Estimate: \$[Amount]
- Assessed Value: \$[Amount]
- Tax Year: [Year]

Please review the enclosed documents carefully. If you believe the valuation of your property is incorrect, you have the right to file an appeal. The deadline to submit an appeal or request a formal review is [Deadline Date].

Payments for the assessed taxes are due by [Due Date]. Failure to remit payment by this date may result in late fees or interest charges.

If you have already submitted your payment or filed an appeal, please disregard this notice.

For questions or further information, please contact the Tax Assessor's Office at [Phone Number] or visit our website at [Website URL].

Sincerely,

[Your Name/Department]
[Office Name]
[Contact Information]