



ASSESSMENT APPEALS GUIDE FOR RESIDENTS/BUSINESS OWNERS OF THE TOWN OF TISDALE

What is Property Assessment?

Property assessment is how a property's assessed value is determined as of a specific date known as a "base date". Property assessment is *not the same as property tax*. Local governments use property assessments to calculate property taxes.

The Saskatchewan Assessment Management Agency (SAMA) has basic assessment information available on their website: <https://www.sama.sk.ca/>.

Why am I receiving a Notice of Assessment?

In 2025, your property was reassessed and updated to reflect its value as of January 1, 2023. This included regular property maintenance requests, property sales information collection, statistical review and analysis, and subsequent land rate and market adjustment factor (MAF) changes. This has been conducted and implemented in mutual agreement with the Town of Tisdale.

All land, buildings and structures are assessed, including porches, decks, garages, and other structures that add value to the property. When assessing a property, appraisers consider many physical factors including: size, quality, condition, year built, no. bathrooms, a/c, etc. MAF are statistically analyzed and calculated, based on property sales as of the base date, and applied appropriately to all improved properties. The system also accounts for all types of depreciation: physical deterioration, functional and economic obsolescence.

Who do I contact if I have questions about my Assessment?

If you do not understand your **assessment notice**, please call the Town Office at 306-873-2681 and look for Carol Lawrence, Assessor. You may also request a copy of your detailed property assessment report for your reference. You can also search assessment information online using the SAMAView web application free of charge for personal or non-commercial use at <https://www.sama.sk.ca/property-owner-services>.

If you have specific questions regarding why your property has been assessed a certain way, or what the items on your assessment mean, you may contact SAMA directly at 1-800-216-4427.

Who can Appeal?

Any person with an interest in the assessed value or classification of a property can appeal that property's assessment. You can appeal if you believe there has been an error in:

- The assessed value
- The classification
- The contents of the assessment roll; and/or
- The assessment notice

When to Appeal?

If you wish to appeal your assessment, you must do so **within 60 days**. The assessment roll for the Town of Tisdale for the year **2025** has been prepared and is open to inspection in the office of the assessor (Town Office located on the 2nd level at the Tisdale RECplex, 800 101st Street) from **8:00 A.M. To 4:30 P.M. Monday to Friday, March 13 to May 14, 2025. Appeals must be received in the office by May 14, 2025.**

How to Appeal?

Please **complete the Notice of Appeal Form** which can be found **below and on the reverse of your Assessment Notice.**



ASSESSMENT APPEALS GUIDE FOR RESIDENTS/BUSINESS OWNERS OF THE TOWN OF TISDALE

Any person who wishes to appeal against his or her assessment or classification to the board of revision is required to file his or her notice of appeal, accompanied by the appeal fee below for each assessment being appealed:

Class or Value	Fee Per Assessment Roll Number
Residential	\$50.00
Agricultural	\$50.00
Multi-Family, Commercial & Industrial	
• Assessment Less Than 500,000	\$150.00
• Assessment Between 500,000 to 1,000,000	\$500.00
• Assessment over 1,000,000	\$600.00

The appeal fee must accompany the Notice of Appeal. If you do not complete the notice or submit the appropriate fees, you will lose the right of appeal. This fee is refunded where the appeal is successful in whole or in part, where an appeal is withdrawn, or if the appeal is deemed insufficient by the Board of Revision or its secretary.

Please send the appeal to:

The Secretary of the Board of Revision

Kara Lindal

Western Municipal Consulting Ltd.

Box 1090 Tisdale SK S0E 1T0

Appeals can be delivered to the Town Office located at the Tisdale RecPlex, 2nd Floor, 800 101 Street.

The grounds for the appeal must be specific. Phrases such as “assessment too high” and “assessment too low” are not sufficient.

Before filing a notice of appeal, you should:

- Find comparable properties in the municipal assessment roll; and
- Contact the assessment service provider (SAMA) to discuss how your assessment differs from the comparable properties.

*****IMPORTANT**

You must provide specific facts and evidence that support an error has been made in the:

- Assessed value of the property
- Classification of the property
- Preparation of the assessment roll or assessment notice; and/or
- Content of the assessment roll or assessment notice.

Can I withdraw an Appeal?

You may withdraw your appeal by notifying the Secretary of the Board of Revision. The withdrawal must be in writing at **least 15 days before the hearing date**. Where an appeal is withdrawn, the appeal fee is refunded.

If the parties to an appeal reach an agreement to adjust the assessed value of the property, as discussed above, you must withdraw your appeal. Provide the written withdrawal to the Secretary of the Board of Revision.

It is important to remember that only your assessment can be appealed, not your property taxes.