



# Wyandotte County Appraiser's Office

## Payment Under Protest Appeal Process

As the global and local concerns about the current COVID 19 outbreak grows, we're not only doing our best to keep everyone healthy and safe in the workplace while also maintaining our day-to-day operations, but also taking proactive measures to contain the spread of the virus.

Market values are established each day as people buy, sell, and lease property. The Appraiser's Office has the legal responsibility to research and study those transactions and appraise all property accordingly as of January 1st.

The Appraiser's Office does not set tax rates. Property taxes are levied in the form of rates by the taxing entities within Wyandotte County such as the cities within the County, school districts, libraries, etc.. The amount of taxes you pay is determined by the total rate that is applied to your property's assessed value.

**PAYMENT UNDER PROTEST APPLICATION**  
(Excluding Illegal Levy)  
(K.S.A. 79-2005)

<p><b>APPLICANT:</b></p> <p>Applicant Name (Owner of Record) _____</p> <p>Applicant Mailing Address (Street or Box No) _____</p> <p>City _____ State _____ Zip _____</p> <p>Applicant Phone # _____</p> <p>Applicant Email: _____</p> <p><input type="checkbox"/> <b>ATTORNEY REPRESENTATIVE:</b> (if applicable) *</p> <p><small>* Note: If you are represented by an attorney or other individual, you must provide an Entry of Appearance or a current Declaration of Representative Form.</small></p> <p>Atty/Rep Name _____ Title _____</p> <p>Address (Street or Box No) _____</p> <p>City _____ State _____ Zip _____</p> <p>Atty/Rep Phone # _____</p> <p>Atty/Rep E-mail: _____</p> <p>Taxing County: _____</p> <p>Year/Years at Issue: _____</p> <p>Property at Issue:</p> <p>Real Property: Property 51ms Address, City: _____</p> <p>Personal Property—Description: _____</p> <p>Parcel ID # or Personal Property ID#: _____</p> <p>Please list any special accommodation requests: _____</p>	<p style="text-align: center;">(For Official Use Only)</p> <hr/> <p><u>Payment Under Protest Hearing Options</u> <small>(check one)</small></p> <p><input type="checkbox"/> <b>TELEPHONE CONFERENCE</b> The Appraiser's Office will call you on the hearing date. Please provide telephone number below. Phone # _____</p> <p><input type="checkbox"/> <b>VIRTUAL CONFERENCE</b> Information to connect to the meeting will be provided in a notice of hearing letter along with the date and time. Please provide email below. Email: _____</p> <p><input type="checkbox"/> <b>EVIDENTIARY APPEAL</b> This appeal type is based upon evidence only. No contact with the Appraiser's Office will be needed. Evidence must be submitted in one submission before the scheduled hearing. Substantial of documentation can be in person or online and instructions will be provided in the notice of hearing.</p> <p><input type="checkbox"/> <b>IN PERSON</b> Due to on-going COVID-19 health advisement, in person hearings may be limited on availability.</p>
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### Payment Under Protest Level Appeals

If you missed the Informal appeal process in the spring and think the appraised value is more or less than you would reasonably get if you sold your property or if there are inconsistencies in the data, you should consider an appeal. Please note that the property value may be appealed only once per tax year.

The value may be appealed by *Paying Under Protest* (PUP) with the Treasurer's Office when the taxes are paid. Tax bills are mailed out in November, with first half taxes being due by December 20th, however, mortgage companies have until January 31st to pay the taxes. The PUP form does not have to be submitted with the first half payment but must be received by the first half deadline.

Second half taxes are due by May 10th and the PUP form must accompany the payment.

### Did You Know?

The Appraiser's Office does not create the laws that affect property owners.

Article 11, Section 1 of the Kansas Constitution, provides the basic framework for taxation.

Tax laws are made by the Kansas Legislature.



### Payment Under Protest Appeal Hearing

This meeting is held with a qualified appraiser and will be scheduled to last approximately 20 minutes. You will receive a Confirmation letter listing hearing date, time, and the type of hearing (virtual conference, evidentiary, phone or in person (limited availability)). You may designate someone to represent you by submitting the Declaration of Representation form prior to the scheduled appeal.

### Questions

For tax bills, tax statements, or tax payments, contact the Treasurer's Office at (913) 573-2823.

For special assessments, mill levy, Homestead or Safe Senior, contact the Clerk's West Office at (913) 573-2870, then 0 or (913) 573-2874, then 1.

For mapping questions, contact GIS at (913) 573-2941.

### What should you have available for your appeal meeting?

Nothing is required, however, when appealing the classification of a property, the burden of proof is on the owner of the property.

- Documentation supporting your opinion of value and/or classification.
- Photos
- Cost and repair estimates
- Income and expense information
- Comparable properties that have sold in the last 2 - 3 years
- Fee appraisals or lease agreements

The information and documentation will vary depending upon how the County has identified the property. Documentation for the appeal may be uploaded at <https://alpha.wycokck.org/home>, hand delivered or mailed to the Appraiser's Office, or submitted by email at [wycoappraiser@wycokck.org](mailto:wycoappraiser@wycokck.org).

### Information and Assistance

If you need assistance in obtaining information for your meeting, or to reschedule, please contact the Appraiser's Office at (913) 573-8400 or by visiting the office at 8200 State Avenue, Kansas City, KS 66112. The public entrance is on the west side of the building on the first level.

Taxpayers and appellants may access and research property data information online for their property and surrounding properties by visiting the County's web-site at [www.wycokck.org/appraiser/](http://www.wycokck.org/appraiser/). Click on the "Parcel Search" link where you can now search by State ID (KUPN), address or Clerk ID.