

**DAMAGED PROPERTY ASSESSMENT REDUCTION FORM**

This form seeks information to determine the eligibility for a damaged property abatement (property tax refund) under Maryland Tax-Property Article §10-304. Return this completed form to the local assessment office for which your property is located. A list of our local offices is attached with this form. Upon receiving this form, a property inspection may occur.

\_\_\_\_\_  
Property Ownership Name(s)

\_\_\_\_\_  
Current Mailing Address

\_\_\_\_\_  
Daytime Phone Number

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Damaged Property's Physical Address

\_\_\_\_\_  
Property Account Number (if known)

Date of Damage: \_\_\_\_\_

Cause of Damage: \_\_\_\_\_

Please describe the details of the extent of damage to the dwelling, building, or other structures. Please include any pictures and/or insurance, fire, engineer or other damage reports you may have available (provide additional pages if necessary).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Can the dwelling, building or other structures be occupied or used in its current condition?  YES  NO

Estimated cost in damage to dwelling, building, or other structures (if known): \_\_\_\_\_

Estimated time it will take to repair the damage (if known): \_\_\_\_\_

Was business personal property damaged or lost as a result of this damage?  YES  NO

If yes, please complete the additional information below so the Personal Property Division may be notified.

Business Entity Name: \_\_\_\_\_ Business Entity ID Number (if known): \_\_\_\_\_

Please describe the extent of business personal property lost or damaged. Please be specific to describe if all, or only a portion, of the business personal property was damaged or lost at the time of this damage. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This form seeks information for the purpose of determining an assessment reduction resulting from property damage. Failure to provide this information may lead to the denial of the assessment reduction. Some of the information obtained would be considered part of a "personal record" as defined in Maryland Annotated Code, General Provisions Article, §4-501. Consequently, you have the statutory right to inspect your file and to file a written request to correct or amend any information you believe to be inaccurate or incomplete. Additionally, personal information provided to the State Department of Assessments and Taxation is not generally available for public review. However, this information is available to officers of the State, county or municipality in their official capacity and to taxing officials of any State or the federal government, as provided by statute. Additionally, if your property would be used by the State Department of Assessments and Taxation as a comparable for purposes of establishing the value of another property in a hearing before the Maryland Tax Court, the requested information, or a portion thereof, may have to be provided to the owner of that other property.