

MARYLAND STATE DEPARTMENT of ASSESSMENTS and TAXATION  
**DESIGNATED PROPERTY REPRESENTATIVE FORM**

A property owner may designate a representative, agent or attorney to assist in the appeal of the assessment. The owner may appear in person with the representative or the representative may appear alone without the owner being present. In order to preserve the orderly conduct of the appeal hearing, a property owner should be accompanied by not more than one such representative. The form below or a similar written authorization may be used by an owner to designate a representative. However, if the representative files an appeal with the original or a copy of the assessment notice, no designation form is required. Where a representative has been designated or where the representative has entered the appeal, all further notices regarding the appeal shall only be sent to the representative. Duplicate notice will not be sent, except in such instances deemed appropriate by the Supervisor of Assessments.

PROPERTY OWNER'S NAME \*:  
*\*(AS CURRENTLY LISTED IN SDAT RECORDS)*

ACCOUNT NO:

PROPERTY REPRESENTATIVE:

REPRESENTATIVE'S MAILING ADDRESS:

REPRESENTATIVE'S EMAIL ADDRESS:

REPRESENTATIVE'S PHONE NUMBER:

SELECT APPLICABLE LINE (provide tenant's name if applicable):

I AM REPRESENTING THE PROPERTY OWNER ABOVE

(OR)

I AM REPRESENTING THE TENANT      TENANT'S NAME:

AUTHORIZATION:

I HEREBY AUTHORIZE THE ABOVE PROPERTY REPRESENTATIVE TO SERVE AS MY AGENT FOR THE PURPOSE OF REPRESENTING ME IN THE APPEAL OF THE ASSESSMENT BEFORE THE SUPERVISOR OF ASSESSMENTS FOR THE TAX YEAR

I UNDERSTAND THAT ALL FURTHER CORRESPONDENCE REGARDING THIS APPEAL WILL BE SENT TO MY PROPERTY REPRESENTATIVE.

UNDER THE PENALTIES OF PERJURY, I REPRESENT THAT THE SIGNATURE BELOW IS MY ORIGINAL SIGNATURE AND MANIFESTS MY INTENT TO SIGN THIS AUTHORIZATION.

\_\_\_\_\_  
PROPERTY OWNER SIGNATURE

\_\_\_\_\_  
(or) TENANT OWNER SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF ABOVE

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

This form seeks information for the purpose of a authorizing a representative to assist in the assessment appeal process on the indicated property. Failure to provide this information may result in the Department's refusal to recognize this representation. However, some of this information would be considered a "personal record" as defined in General Provisions Article, § 4-501. Consequently, you have a right to inspect your file and to file a written request to correct or amend any information you believe is 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 purpose 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.

MARYLAND STATE DEPARTMENT OF ASSESSMENTS & TAXATION  
**REAL PROPERTY DIVISION**  
 Listed below are the **mailing addresses** for local assessment offices

ASSESSMENT OFFICE MAILING ADDRESSES	PHONE	FAX	EMAIL
Allegany County Assessments 112 Baltimore Street, 3rd Floor, Cumberland, MD 21502	(301) 777-2108	(301) 777-2052	sdat.alle@maryland.gov
Anne Arundel County Assessments 45 Calvert St., 3rd Floor, Annapolis, MD 21401	(410) 974-5709	(410) 974-5738	sdat.aa@maryland.gov
Baltimore City Assessments Wm. Donald Schaefer Tower, 6 Saint Paul Street, 11th Floor, Baltimore, MD 21202	(410) 767-8250	(410) 333-4626	sdat.baltcity@maryland.gov
Baltimore County Assessments Hampton Plaza, 300 E Joppa Road, Suite 602, Towson, MD 21286	(410) 512-4900	(410) 321-4148	sdat.blco@maryland.gov
Calvert County Assessments State Office Bldg. 200 Duke Street, Room 1200, Prince Frederick, MD 20678	(443) 550-6840	(443) 550-6850	sdat.calv@maryland.gov
Caroline County Assessments Denton Multi-Service Center, 207 South 3rd St, Denton, MD 21629	(410) 819-4450	(410) 819-4441	sdat.crln@maryland.gov
Carroll County Assessments 15 E Main Street, Suite 229, Westminster, MD 21157	(410) 857-0600	(410) 857-0128	sdat.carl@maryland.gov
Cecil County Assessments District Court Multi-Service Center, 170 East Main Street, Elkton, MD 21921	(410) 996-2760	(410) 996-2770	sdat.cec@maryland.gov
Charles County Assessments Southern Maryland Trade Center, 101 Catalpa Drive Suite 101A, LaPlata, MD 20646	(301) 932-2440	(301) 932-2189	sdat.char@maryland.gov
Dorchester County Assessments 501 Court Lane, PO Box 488, Cambridge, MD 21613	(410) 228-3380	(410) 228-3704	sdat.dor@maryland.gov
Frederick County Assessments 5310 Spectrum Dr, Suite E, Frederick, MD 21703	(301) 815-5350	(301) 663-8941	sdat.fred@maryland.gov
Garret County Assessments County Courthouse 317 East Alder St., Room 106, PO BOX 388, Oakland, MD 21550	(301) 334-1950	(301) 334-5018	sdat.gar@maryland.gov
Harford County Assessments Mary E.W. Risteau District Court Multi-Service Center, 2 South Bond Street, Suite 400, Belair, MD 21014	(410) 836-4800	(410) 838-5914	sdat.harf@maryland.gov
Howard County Assessments District Court Multi-Service Center, 3451 Court House Dr, Ellicott City, MD 21043	(410) 480-7940	(410) 480-7960	sdat.how@maryland.gov
Kent County Assessments 114-A Lynchburg Street, Chestertown, MD 21620	(410) 778-1410	(410) 778-1525	sdat.kentco@maryland.gov
Montgomery County Assessments 30 W. Gude Drive, Suite 400, Rockville MD 20850	(240) 314-4510	(301)424-3864	sdat.mont@maryland.gov
Prince George's County Assessments 14735 Main Street, Suite 354B, Upper Marlboro, MD 20772	(301) 952-2500	(301) 952-2955	sdat.princeg@maryland.gov
Queen Anne's County Assessments Carter M. Hickman District Court Multi-Service Center, 120 Broadway Suite 7, Centreville, MD 21617	(410) 819-4160	(410) 819-4170	sdat.qaco@maryland.gov
St Mary's County Assessments Carter Building, 23110 Leonard Hall Drive, Room 2059, PO Box 1509 Leonardtown, MD 20650	(301) 880-2900	(301)475-4856	sdat.stm@maryland.gov
Somerset County Assessments 11545 Somerset Avenue, Princess Anne, MD 21853	(410) 651-0868	(410) 651-1995	sdat.som@maryland.gov
Talbot County Assessments 29466 Pintail Drive, Suite 12, Easton, MD 21601	(410) 819-5920	(410) 822-0048	sdat.talb@maryland.gov
Washington County Assessments 3 Public Square, Hagerstown, MD 21740	(301) 791-3050	(301) 791-2925	sdat.wash@maryland.gov
Wicomico County Assessments Salisbury District Court Multi-Service Center, 201 Baptist Street, Box 8 Salisbury, MD 21801	(410) 713-3560	(410) 713-3570	sdat.wic@maryland.gov
Worcester County Assessments One West Market Street, Rm. 1202, Snow Hill, MD 21863	(410) 632-1196	(410) 632-1366	sdat.wor@maryland.gov

**ALL ASSESSMENT OFFICES ARE OPEN MONDAY - FRIDAY 8:00 AM – 4:30 PM,  
 EXCEPT BALTIMORE CITY WHICH IS OPEN 8:00 AM – 5:00 PM**

For a complete list of office locations visit <http://dat.maryland.gov/realproperty/Pages/Maryland-Assessment-Offices.aspx>

Revised: 3/23

