**2021 BOARD OF REVIEW TRAINING MATERIALS ORDER FORM Date:**

**Name: Title:**

**Municipality: County:**

**Shipping Address:**

**City: State: Zip Code:**

**Phone: Email:**

***Please note:***  *Purchase of the* *USB includes 1 (one) printed materials packet.*

**2021 Board of Review Hearing:** For taxpayer appeals, the Board of Review takes testimony and evidence and makes decisions similar to judges. In this video course, you will see a hearing appealing the valuation of a tavern/residence. You will see how to call a case, swear in witnesses, address member recusal requests, and tips on handling an “over-active witness.” Overall, you learn how to conduct a fair and legal hearing and reach a decision.

**2021 Board of Review Materials:** These materials include a sample BOR agenda; BOR Checklist “The Basics;” 2021 Forms and Scripts; Findings of Fact and Decision form; scripts for running both the BOR Two Hour First Meeting and BOR Hearing; DOR and other forms; BOR Meeting notices; Sample Revaluation Notice; BOR Sample Ordinances and Policies; Taxpayer Assessment Questions and Policies; DOE resources and publications information and BOR Wisconsin statutes.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item # | Format | Description | Quantity | Price | Total  |
| BOR - Hearing-USB | USB | 2021 Board of Review - Hearing & One Printed Material Packet |  | $ 45.00 | $ |
|  |  |  |  |  |  |
| BOR - Materials | Print | 2021 Printed Material Packet |  | $ 10.00 | $ |
|  |  |  |  |
|  |  | *Subtotal*  | $ |
|  |  | Other Charges or Credits  |  |
|  |  | Total Amount Due | **$**  |

Make *check* payable to **UW-Madison** and send with this form to:

*Local Government Education, 702 Langdon Street, Pyle Center Suite 111, Madison, WI 53706*

An AA/EEO employer, the University of Wisconsin-Madison Division of Extension, provides equal opportunities in employment and programming, including Title VI, Title IX, and ADA requirements.