

## BOARD OF REVIEW PROCEDURES

1. Bring notice to The Enterprise on July 24, 2009 and mail copy of such to Tax Commission office.  
-NOTICE OF PUBLIC INSPECTION.
2. Notice will be published in The Enterprise on July 29 and August 5, 2009. (This has to be published twice before books are opened for inspection, not sooner than 21 days nor later than 7 days.) (P.S. Has to be more than 7 days)
3. Books will be opened for Public Inspection on August 17 to August 31, 2009.
4. Bring notice to The Enterprise on August 21, 2009 and mail copy of such to Tax Commission office. NOTICE OF BOARD OF REVIEW
5. Assessment lists (figures) will be given to Council's office on Wednesday, September 2, 2009. (NOTE: You do have 3 days to hand figures to Council's office.)
6. Notice will be published in The Enterprise on August 26 and September 2, 2009, stating date of Board of Review.
7. Written Appeal Forms-3101 (complaints)  
Parish Council shall sit as a Board of Review from Sept. 4<sup>th</sup> to Sept. 9<sup>th</sup>, 2009. (This is for a period of 10 days, beginning on the 7<sup>th</sup> day after the books have been closed----note books were closed on August 31, 2009)
8. BOARD OF REVIEW IS SET FOR SEPTEMBER 16, 2009 AT 6:00 P.M., COURTHOUSE ANNEX BUILDING, VACHERIE, LA. 70090.