

## **ROLES AND DUTIES OF THE ASSESSORS**

The primary role of the Assessors is to locate, measure, list, and value all properties within the community. The Assessors are required to annually determine the full and fair cash value or 100% of the fair market value of all real estate. The Department of Revenue is responsible for reviewing assessments and determining that all properties are equitably assessed.

Assessors also provide a service to the community by providing access to property field cards, official tax maps, ownership information and property valuations. Much of this information can be found at the City of Holyoke Web site: [www.holyoke.org](http://www.holyoke.org) then select "Property Viewer."

The Assessors Office also has the responsibility of granting abatements of excise tax. You may be entitled to an abatement of Motor Vehicle Excise Tax if you have disposed of a car or moved to another state. Motor vehicle abatements may be granted by providing proof of what happened to the vehicle (Bill of Sale, Junk Yard Receipt, Loss Letter Form Insurance) AND proof of what happened to the license plate (Plate Return Receipt, New Registration).

## **ABATEMENTS AND EXEMPTIONS**

An abatement is a reduction of the tax assessed on your property for the fiscal year. The taxpayer has the formal right to file for an abatement if he/she believes the property is over-assessed, not assessed fairly in comparison to other properties or is not classified correctly.

Applications for abatement may only be filed after the issuance of the actual (third quarter) tax bill in January. The deadline to file is February 1st.

Exemptions are available to individuals who meet various requirements in the following categories:

## Assessor's Office

Written by Assessor's Office Admin

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- Elderly (70 years or older)
- Blind
- Widow/Widowers
- Minor children with a deceased parent
- Veterans

These exemptions vary in amounts and are to help ease the tax burden of those that qualify.

Please contact the Assessors Office with any questions or issues you may have. We can be reached at **413-322-5550**. We will be happy to assist you.

[Contact Webmaster](#)