

**ASSESSMENT APPEAL APPLICATION**

This form contains all of the requests for information that are required for filing an application for changed assessment. Failure to complete this application may result in rejection of the application and/or denial of the appeal. Applicants should be prepared to submit additional information if requested by the assessor or at the time of the hearing. Failure to provide information at the hearing the appeals board considers necessary may result in the continuance of the hearing or denial of the appeal. **Do not attach hearing evidence to this application.**



**COUNTY OF MENDOCINO  
ASSESSMENT APPEALS BOARD**  
501 Low Gap Road • Room 1010  
Ukiah, California 95482  
TELEPHONE: (707) 463-4221  
FAX: (707) 463-7237

APPLICATION NUMBER: Clerk Use Only

18-007

EMAIL ADDRESS

**1. APPLICANT INFORMATION - PLEASE PRINT**

NAME OF APPLICANT (LAST, FIRST, MIDDLE INITIAL), BUSINESS, OR TRUST NAME  
**Staples Inc. - Lessee**

MAILING ADDRESS OF APPLICANT (STREET ADDRESS OR P.O. BOX)  
**500 Staples Drive**

CITY <b>Framingham</b>	STATE <b>MA</b>	ZIP CODE <b>01702</b>	DAYTIME TELEPHONE ( ) ( ) ( ) ( ) ( )	ALTERNATE TELEPHONE ( ) ( ) ( ) ( ) ( )	FAX TELEPHONE ( ) ( ) ( ) ( ) ( )
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**2. CONTACT INFORMATION - AGENT, ATTORNEY, OR RELATIVE OF APPLICANT if applicable - (REPRESENTATION IS OPTIONAL)**

NAME OF AGENT, ATTORNEY, OR RELATIVE (LAST, FIRST, MIDDLE INITIAL)  
**Nisbet, Eric**

EMAIL ADDRESS  
**eric.nisbet@versataxconsulting.com**

COMPANY NAME  
**Versatax Consulting, Inc.**

CONTACT PERSON IF OTHER THAN ABOVE (LAST, FIRST, MIDDLE INITIAL)

MAILING ADDRESS (STREET ADDRESS OR P.O. BOX)  
**23052 Alicia Parkway, #H-372**

CITY <b>Mission Viejo</b>	STATE <b>CA</b>	ZIP CODE <b>92692</b>	DAYTIME TELEPHONE ( 949 ) 709-0892	ALTERNATE TELEPHONE ( ) ( ) ( ) ( ) ( )	FAX TELEPHONE ( 866 ) 390-1076
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**AUTHORIZATION OF AGENT****AUTHORIZATION ATTACHED**

*The following information must be completed (or attached to this application - see instructions) unless the agent is a licensed California attorney as indicated in the Certification section, or a spouse, child, parent, registered domestic partner, or the person affected. If the applicant is a business entity, the agent's authorization must be signed by an officer or authorized employee of the business.*

*The person named in Section 2 above is hereby authorized to act as my agent in this application, and may inspect assessor's records, enter in stipulation agreements, and otherwise settle issues relating to this application.*

SIGNATURE OF APPLICANT, OFFICER, OR AUTHORIZED EMPLOYEE

TITLE

DATE

**3. PROPERTY IDENTIFICATION INFORMATION**

☐ YES ☒ NO Is this property a single-family dwelling that is occupied as the principal place of residence by the owner?

**ENTER APPLICABLE NUMBER FROM YOUR NOTICE/TAX BILL**

ASSESSOR'S PARCEL NUMBER <b>180-080-52-00</b>	ASSESSMENT NUMBER	FEE NUMBER
ACCOUNT NUMBER	TAX BILL NUMBER	
PROPERTY ADDRESS OR LOCATION <b>Ukiah 95482</b>		DOING BUSINESS AS (DBA), if appropriate

**PROPERTY TYPE** ☒

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> SINGLE-FAMILY / CONDOMINIUM / TOWNHOUSE / DUPLEX | <input type="checkbox"/> AGRICULTURAL      | <input type="checkbox"/> POSSESSORY INTEREST |
| <input type="checkbox"/> MULTI-FAMILY/APARTMENTS: NO. OF UNITS _____      | <input type="checkbox"/> MANUFACTURED HOME | <input type="checkbox"/> VACANT LAND         |
| <input checked="" type="checkbox"/> COMMERCIAL/INDUSTRIAL                 | <input type="checkbox"/> WATER CRAFT       | <input type="checkbox"/> AIRCRAFT            |
| <input type="checkbox"/> BUSINESS PERSONAL PROPERTY/FIXTURES              | <input type="checkbox"/> OTHER: _____      |  |

**4. VALUE**

	A. VALUE ON ROLL	B. APPLICANT'S OPINION OF VALUE	C. APPEALS BOARD USE ONLY
LAND	754,152	377,000	
IMPROVEMENTS/STRUCTURES	3,272,481	1,636,000	
FIXTURES			
PERSONAL PROPERTY (see instructions)			
MINERAL RIGHTS			
TREES & VINES			
OTHER			
<b>TOTAL</b>	<b>4,026,633</b>	<b>2,013,000</b>	
PENALTIES (amount or percent)			

THIS DOCUMENT IS SUBJECT TO PUBLIC INSPECTION



**5. TYPE OF ASSESSMENT BEING APPEALED** ☒ **Check only one. See instructions for filing periods**☒ REGULAR ASSESSMENT – VALUE AS OF JANUARY 1 OF THE CURRENT YEAR☐ SUPPLEMENTAL ASSESSMENT

\*DATE OF NOTICE: \_\_\_\_\_ ROLL YEAR: \_\_\_\_\_

☐ ROLL CHANGE ☐ ESCAPE ASSESSMENT ☐ CALAMITY REASSESSMENT ☐ PENALTY ASSESSMENT

\*DATE OF NOTICE: \_\_\_\_\_ \*\*ROLL YEAR: \_\_\_\_\_

**\*Must attach copy of notice or bill, where applicable** **\*\*Each roll year requires a separate application****6. REASON FOR FILING APPEAL (FACTS)****See instructions before completing this section.**

If you are uncertain of which item to check, please check "I. OTHER" and provide a brief explanation of your reasons for filing this application. The reasons that I rely upon to support requested changes in value are as follows:

**A. DECLINE IN VALUE**☒ The assessor's roll value exceeds the market value as of January 1 of the current year.**B. CHANGE IN OWNERSHIP**☐ 1. No change in ownership occurred on the date of \_\_\_\_\_.☐ 2. Base year value for the change in ownership established on the date of \_\_\_\_\_ is incorrect.**C. NEW CONSTRUCTION**☐ 1. No new construction occurred on the date of \_\_\_\_\_.☐ 2. Base year value for the completed new construction established on the date of \_\_\_\_\_ is incorrect.☐ 3. Value of construction in progress on January 1 is incorrect.**D. CALAMITY REASSESSMENT**☐ Assessor's reduced value is incorrect for property damaged by misfortune or calamity.**E. BUSINESS PERSONAL PROPERTY/FIXTURES.** Assessor's value of personal property and/or fixtures exceeds market value.☐ 1. All personal property/fixtures.☐ 2. Only a portion of the personal property/fixtures. Attach description of those items.**F. PENALTY ASSESSMENT**☐ Penalty assessment is not justified.**G. CLASSIFICATION/ALLOCATION**☐ 1. Classification of property is incorrect.☐ 2. Allocation of value of property is incorrect (e.g., between land and improvements).**H. APPEAL AFTER AN AUDIT.** Must include description of each property, issues being appealed, and your opinion of value.☐ 1. Amount of escape assessment is incorrect.☐ 2. Assessment of other property of the assessee at the location is incorrect.**I. OTHER**

See Attached

☒ Explanation (attach sheet if necessary)**7. WRITTEN FINDINGS OF FACTS ( \$ \_\_\_\_\_ per \_\_\_\_\_ )**☒ Are requested. ☐ Are not requested.**8. THIS APPLICATION IS DESIGNATED AS A CLAIM FOR REFUND** **See instructions.**☒ Yes ☐ No**CERTIFICATION**

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing and all information hereon, including any accompanying statements or documents, is true, correct, and complete to the best of my knowledge and belief and that I am (1) the owner of the property or the person affected (i.e., a person having a direct economic interest in the payment of taxes on that property – "The Applicant"), (2) an agent authorized by the applicant under item 2 of this application, or (3) an attorney licensed to practice law in the State of California, State Bar Number \_\_\_\_\_, who has been retained by the applicant and has been authorized by that person to file this application.

SIGNATURE: (Use Blue Pen - Original signature required on paper-filed application)

SIGNED AT (CITY, STATE)

DATE

NAME (Please Print)

Rancho Santa Margarita, CA

11-29-2018

Eric Nisbet

FILING STATUS (IDENTIFY RELATIONSHIP TO APPLICANT NAMED IN SECTION 1)

☒ OWNER ☐ AGENT ☐ ATTORNEY ☐ SPOUSE ☐ REGISTERED DOMESTIC PARTNER ☐ CHILD ☐ PARENT ☐ PERSON AFFECTED  
☐ CORPORATE OFFICER OR DESIGNATED EMPLOYEE

## Authorization for Property Tax Matters


Versatax Consulting, Inc. and Meritax, LLC, referred to hereafter as "Agents", are authorized to represent Staples, Inc., Staples the Office Superstore, LLC, Staples Properties, Inc., and related entities for all property tax matters in the counties of Butte, Contra Costa, Los Angeles, Mendocino, Orange, Placer, Riverside, Sacramento, San Bernardino, San Diego, San Francisco, San Joaquin, Santa Barbara, Santa Clara, Santa Cruz, Solano, Sonoma, Tulare, Tuolumne, and Ventura. Agents are delegated full authority to handle all matters relative to property taxes and assessments related to the property owned, possessed, or controlled by the undersigned and to represent us, with the assistance of legal counsel, if necessary, in the appeal process.

Agents will provide Staples, Inc. copies of all appeal applications that are filed on their behalf.

This agency shall be in effect for the 2017, 2018, and 2019 calendar years or until revoked in writing by either party. Agents are authorized to sign and file applications in the specific calendar year in which the application is filed.

All correspondence shall continue to be directed to Staples, Inc. at the address on file. The contact information for Agents is as follows:

NAME: Eric Nisbet  
Versatax Consulting, Inc.  
ADDRESS: 23052 Alicia Parkway, H-372  
Mission Viejo, CA 92692  
949-709-0892

SIGNED: 

NAME/TITLE: THOMAS P. COLARUSSO  
VICE PRESIDENT  
(Owner/Officer/Partner)  
**REAL ESTATE & PROPERTY MANAGEMENT**

DATE EFFECTIVE: 9/11/17





# ASSESSMENT APPEALS BOARD APPLICATION WITHDRAWAL

MENDOCINO COUNTY  
ASSESSMENT APPEALS BOARD  
501 LOW GAP ROAD, ROOM 1010  
UKIAH, CA 95482

## ASSESSMENT APPEALS BOARD HEARING

### APPLICATION WITHDRAWAL

Pursuant to Section 4831 of the Revenue and Taxation Code, taxpayers may withdraw his/her application from the appeals process. However, the Assessment Appeals Board is not required to accept withdrawal of an application for reduced assessment.

Should you decide to withdraw your application(s), please notify the Executive Office promptly by completing and returning this form to:

MENDOCINO COUNTY EXECUTIVE OFFICE  
501 Low Gap Road, Room 1010  
Ukiah, CA 95482

Fax To: (If faxed, the original, signed form must also be mailed)  
(707) 463-7237

I hereby withdraw my application(s) for changed assessment.

NAME: Staples Inc

ADDRESS: \_\_\_\_\_

APN/ACCOUNT NO.: 180-080-52-00

TAX YEAR PROTESTED: 2018

☒ REGULAR ☐ SUPPLEMENTAL

PROTEST/APPLICATION NO. 18-027

DATE: 10-9-20

  
APPLICANT'S SIGNATURE (Original Required)