



# Barbara Weyrick, C.I.A.O.

6404 Joliet Road

Countryside, IL 60525

[bweyrick@lyonsts.com](mailto:bweyrick@lyonsts.com)

(708) 482-8300 option 1

#### Staff:

- Irene Farbo, ifarbo@lyonsts.com, 708-482-8300 ext. 215
- Carrie Bernardoni, cbernardoni@lyonsts.com, 708-482-8300 ext. 216
- Karen Mally, kmally@lyonsts.com, 708-482-8300 ext. 233

**Your 2nd Installment 2020 Tax Bills are due on  
October 1st, 2021.**

**There is NO extension of this due date.**

**After October 1st, ANY balance due on the Second Installment  
will be charged 1.5 percent interest per month.**



## Tax Year 2018 Annual Tax Sale

The 2018 Annual Tax Sale has been scheduled for November 5, 2021. The Annual Sale includes properties in Cook County eligible for sale due to delinquent Tax Year 2018 property taxes.

For more information please visit:  
<https://www.cookcountytreasurer.com>

---

Please read this **ENTIRE** email regarding our 2021 filing procedures

### The Township of Lyons is now open for 2021 appeals

The deadline to file an appeal is October 25th 2021.

Do not come into the office unless you call us first.

Your options for a 2021 appeal are as follows:

1. You may file your own appeal online at [www.cookcountyassessor.com](http://www.cookcountyassessor.com) (instructions below)
2. OR **CALL** our office to file an appeal by phone
3. OR **CALL** our office for an appointment



# Instructions for filling an appeal online

Before you begin, please have any documentation that you would like to attach to the appeal scanned and ready to upload. This could be a Closing Statement (if you purchased your home after January 1, 2018), comparable properties, or a recent appraisal. If you are uploading a large appraisal, you may have to scan the document in sections so the file is not too large.

If you pause from processing your appeal for too long, the system will “time out” but your appeal will be saved. Log back in and choose “My Filings” to continue your appeal.

## **Step 1: Register for an account**

Please go to <https://propertytaxfilings.cookcountyil.gov/>. Please click on **New user?** Create an account and enter your email address and password of your choice. You will then receive an email to activate your account from [DoNotReply@cookcountyil.gov](mailto:DoNotReply@cookcountyil.gov). Please click on the link in your email to activate your account. If you registered for an account last year, that login will still be valid. If you forgot your password, please click on **Forgot password?**

## **Step 2: Log into your account**

Use the email address and password you created in Step 1

## **Step 3: Choose Filing Type**

For single family homes, please select CCAO Appeals – Real Estate Assessed Valuation Appeal (Residential)

For condo appeals, please select CCAO Appeals- Real Estate Assessed Valuation Appeal (Condo/Coop).

After you verify the type of filing click **BEGIN FILING**.

## **Step 4: Enter your Property Index Number (PIN)**

If you do not have your PIN, please search by address. Once you see your PIN and information listed, please click the blue **Start Filing** link to the right of your PIN.

## **Step 5: Appeal Activity Window**

This screen will give you the deadline to file your appeal. You will need to check two boxes to move to the next screen. The first box verifies the terms listed on the screen and the second box acknowledges the official rules of the Cook County Assessor. Click **Next**.

## **Step 6: Verify your Primary PIN**

Please verify information for the PIN that you selected and click **Next**.

## **Step 7: Certificate of Error**

If you are requesting a Certificate of Error for a previous year, select year now. If you are not, just click **Next**.

## **Step 8: Additional subject PIN entry**

If you have additional PIN numbers for your property, click **ADD** and type in your additional PIN. Click **Next**.

## **Step 9: Filer Type and Identification and Status of Taxpayer/Owner**

Select **Taxpayer/Owner** from the drop down list for Filer Type. Select **Taxpayer/Owner** again for description then click the box with this symbol = to autofill your information. Click

select and verify your information. If your name does not appear, please type in your information. Click **Next**.

**Step 10: Appeal Characteristics**

Please review your properties characteristics and make any corrections. Click **Next**.

**Step 11: Appeal Application**

You will need to fill in your desired Market Value. If you are unsure please type \$0. Please choose the reason for your appeal. For residential appeals you will most likely choose "**Lack of Uniformity/Comparables**". You will need to provide a brief explanation, if you are appealing based on comparable properties please write, "**SEE COMPARABLES**". Next, check the box to indicate use of your property. If you purchased your home AFTER January 1st 2018, please check the box and provide the requested information. Click **Next**.

**Step 12: Upload Attachments**

If you wish to supply documents such as an appraisal, closing statement, or comparable properties with your appeal, they must be submitted during this step and at the time of filing. They can NOT be submitted after your appeal has been submitted. It is best to prepare your attachments prior to starting the appeal process. Due to the size of appraisals, it may be necessary to upload in several sections. Find the document type you wish to upload and click select file (You should already have this document ready and saved to your computer). Click **Next**.

**Step 13: Enter your Electronic Signature and Submit**

Enter your name, phone number and email. Please note that once you hit submit you will not be able to make changes or add additional documentation to your appeal. Only submitted filings will be received by the Cook County Assessor's Office. Click **SUBMIT**.

**Step 14: Receive Confirmation**

Please print or save a copy of the confirmation. You will also receive an email confirmation from the Cook County Assessor's Office from [DoNotReply@cookcountyil.gov](mailto:DoNotReply@cookcountyil.gov).

You will receive your results by mail directly from the Cook County Assessor's Office.

---

Township of Lyons | 6404 Joliet Road, Countryside, IL 60525

[Unsubscribe qpaull@countryside-il.org](mailto:qpaull@countryside-il.org)

[Update Profile](#) | [About Constant Contact](#)

Sent by [bweyrick@lyonsts.com](mailto:bweyrick@lyonsts.com) in collaboration with



Try email marketing for free today!