



# how we calculate your property tax bill



### **DETERMINE MARKET VALUE**

We value your home using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood.



### **DETERMINE ASSESSED VALUE**

A property's assessed value is a percentage of its market value and is used, with the adjustments described below, to determine the property's annual tax bill. By law, the assessed value of a class 1 property cannot increase by more than 6% per year or 20% over five years, unless the value increases are due to new construction or renovations. In addition, your assessed value cannot exceed 6% of your home's market value.



### **APPLY EXEMPTIONS ON FILE**

The City of New York offers tax breaks known as exemptions to seniors, veterans, clergy members, people with disabilities, and other homeowners. If you qualify for any of these exemptions, we subtract these amounts from your property's assessed value to determine its taxable value. (Visit www.nyc.gov/ownerexemption to find out which tax breaks you might qualify for.)



### PROPERTY TAX BILL

We calculate the amount you owe in property taxes by applying the city's tax rate for class 1 properties, a percentage set each year by the city council based, in part, on state law requirements, to your taxable value. If your property receives a type of tax break known as an abatement, we subtract it from your bill to reduce the total amount that you owe.

### example

Single-family home. Owner receives a tax exemption and an abatement	
Market Value	\$714,000
Assessment percentage (in this case, 6% of market value)	x .06
Assessed Value	\$42,840
minus exemption	- \$2,000
Taxable Value	\$40,840
Tax rate (set each year by city council)	x .20085
Property tax before abatements	\$8,203
minus abatement	- \$396
TOTAL PROPERTY TAX DUE	\$7,807



### Market Value — Valuing Your Property

The Department of Finance determines a market value for your tax class 1 property using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood. Similar properties are those that are close in size, style, and age to yours.

### **PROPERTY TAX CLASSES**

Properties in New York City are divided into four classes, each valued and assessed differently under the law. Tax class 1 includes one- to three-unit residential properties. For information about how market values are determined for class 2, 3, and 4 properties, visit <a href="https://www.nyc.gov/propertytaxes">www.nyc.gov/propertytaxes</a>.



One- to three-unit residential properties



Utility company equipment and special franchise property



Residential property with more than 4 units, including cooperatives & condominiums



All other real property, including office buildings, factories, stores, and hotels



## Assessed Value — Assessing Your Property

Your home's assessed value is a percentage of its market value. State law limits how much the assessed value of a class 1 property in New York City can increase. Your assessed value cannot rise more than 6% in one year or 20% over five years, no matter how quickly the market value of your home increases, unless you make a physical change to the property, such as an addition or renovation. Due to these caps, most class 1 properties are assessed at less than 6%.

As a result of the caps, you may find that your assessed value continues to increase even as your market value decreases. That is because it can take years for the assessed value to "catch up" to the market value. The table below shows an example of a property whose assessed value increased even as the market value decreased.

### WHY HAS YOUR PROPERTY'S ASSESSED VALUE CHANGED?

Your assessed value can change for a number of reasons:

- Your property's market value has changed.
- You made a physical change to the home, such as an addition or renovation, and these physical changes are not subject to the annual or five-year caps on increases to your assessed value for that year.
- You lost a tax exemption or abatement, or its value was reduced.
- Your assessed value is catching up to prior changes in market value, as in the table below.

Example of a 1-3 family home	Year 1	Year 2	Year 3
Market Value	100,000	150,000	140,000
Assessed Value if increases were not capped	6,000	9,000	8,400
Assessed Value with caps on increases	6,000	6,360	6,741



### Exemptions — Reducing Your Property Tax

The City of New York offers tax breaks known as exemptions to seniors, veterans, clergy members, people with disabilities, and others. If you are granted an exemption, it is subtracted from the assessed value of your home, reducing your taxable value. (An exemption differs from an abatement, a type of tax break that reduces your tax due after the tax has been calculated.) Your July property tax bill shows the exemptions you will receive for the tax year beginning July 1.

### FINDING THE RIGHT EXEMPTION(S) FOR YOU

	STAR (School Tax Relief) Basic STAR*	Enhanced STAR*	Senior Citizen Homeowners' Exemption (SCHE)	Disabled Homeowners' Exemption (DHE)
ELIGIBILITY	Available to owners of houses, co-ops, and condos with an annual income of \$250,000 or less.	Available to owners of houses, co-ops, and condos who are 65+ with an annual income of \$107,300 or less.	Available to owners 65+ with annual income of \$58,399 or less.	Available to owners with disabilities and annual income of \$58,399 or less.
BENEFIT	Tax savings: approximately \$300/ year.	Tax savings: approximately \$600/year	Reduces assessed value up to 50%.	Reduces assessed value up to 50%.
TO APPLY	Visit www.tax.ny.gov or call (518) 457- 2036.	Visit www.tax.ny.gov or call (518) 457-2036. (If you currently receive Basic STAR, you can apply for E-STAR with the Department of Finance: www.nyc.gov/star.)	Complete an application, available at www.nyc.gov/sche.	Complete an application, available at www.nyc.gov/dhe.
DEADLINE	March 15	March 15	March 15	March 15

<sup>\*</sup> In 2016, STAR was changed by state law from a property tax exemption to an income tax credit. If you received the exemption as of tax year 2015-16 and later lost it, you can apply with DOF to have it restored. Current recipients of the STAR property tax exemption can continue to receive it. New applicants must apply to the state for the credit. The credit is available to households with annual income of \$500,000 or less. If you are eligible, you will receive the credit in the form of a check. The dollar value of the credit will generally be the same as the property tax exemption.

### What's the difference between the two reductions?

### Exemptions

An exemption reduces your assessed value before your taxes are calculated.

### **Abatements**

An abatement reduces your taxes after they've already been calculated.

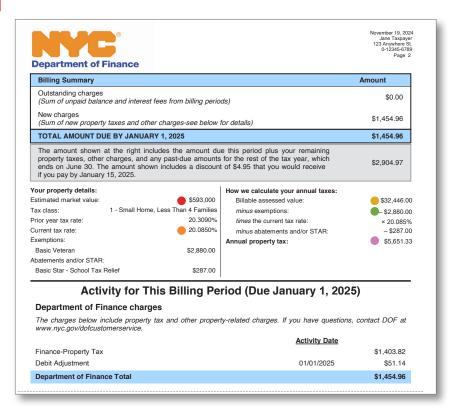
Please visit www.nyc.gov/finance for the most up-to-date information about exemptions.

Veterans Exemption	Disabled Crime Victim and Good Samaritan Exemption	Clergy Exemption	
Available to certain veterans, spouses/widow(er)s of veterans, and Gold Star parents.	Crime victims and those injured trying to prevent crime or assist a victim. Civilians only. Owner must have modified home to accommodate disability.	Certain members of the clergy or their unremarried surviving spouses.	ELIGIBILITY
Level of benefit varies.	Compensation for cost of renovations to accommodate disability.	Reduces assessed value of home by \$1,500.	BENEFIT
Complete an application, available at www.nyc.gov/ownerexemption	Complete an application, available at www.nyc.gov/ownerexemption	Complete an application, available at www.nyc.gov/ownerexemption	TO APPLY
March 15	March 15	March 15	DEADLINE



### Your Annual Property Tax Bill — Class 1

Your annual class 1 property tax bill will look like this:



### Market Value

The Department of Finance determines a market value for your tax class 1 property using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood. Similar properties are those that are close in size, style, and age to yours.

### Assessed Value

A property's assessed value is a percentage of its market value. By law, the assessed value of a class 1 property cannot increase by more than 6% per year or 20% over five years, unless the value increases are due to new construction or renovations. In addition, your assessed value cannot exceed 6% of your home's market value.

### Exemption Value

The reduction in your assessed value as a result of any exemptions you receive.

### Tax Rate

The rate at which New York City taxes your property class. This percentage is set by the city council each year (based, in part, on state law requirements) and is subject to change.

### Annual Property Tax

If you have any abatements, they are applied and subtracted from the amount of your taxes to determine your final property tax bill.

### Review of How We Calculate Your Property Tax

### ANNUAL PROPERTY TAX = {(ASSESSED VALUE MINUS EXEMPTIONS) (X) TAX RATE} MINUS ABATEMENTS



#### **MARKET VALUE:**

We value your home using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood.

# step

### ASSESSED VALUE:

Market Value X Level of Assessment (6%) or Capped Assessed Value

# Stap

### **EXEMPTIONS:**

Assessed Value – Exemptions = Taxable Value

# step

### **ANNUAL PROPERTY TAX:**

Taxable Value **x** Tax Rate − Abatements

# paying your property tax bill

Property tax bills are mailed quarterly for homes with an assessed value of \$250,000 or less, and semiannually for homes assessed at more than \$250,000. Quarterly bills are due on July 1, October 1, January 1, and April 1; your bill will generally be mailed a month before its due date. Semiannual bills are mailed a month before their January 1 and July 1 due dates.

Once you receive your bill, review it carefully to ensure that you understand not only how much you owe, but where that amount comes from. Refer to this booklet as a guide, and learn more at www.nyc.gov/finance, where you can also view your property tax bill at any time.

#### **HOW TO PAY**

Follow the instructions on your bill or visit www.nyc.gov/payonline to learn about the payment options—electronic, postal mail, or in person—available to you.

### BANKS AND MORTGAGE SERVICING COMPANIES

If you pay your property taxes through a bank or mortgage servicing company, you will not receive a property tax bill from the Department of Finance unless you are responsible for other charges, such as sidewalk and emergency repairs.

# notice of property value

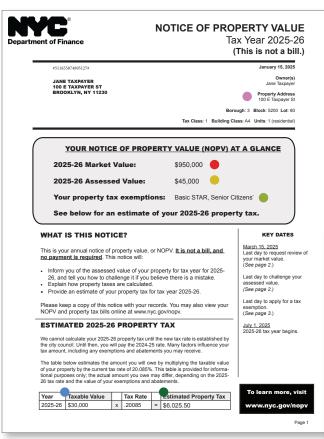
#### AN ANNUAL NOTICE WITH DETAILS ABOUT YOUR PROPERTY

One of the most important documents you will receive from the Department of Finance is the Notice of Property Value, or NOPV. Mailed to you each January, the NOPV will tell you our determination of your property's market and assessed values.

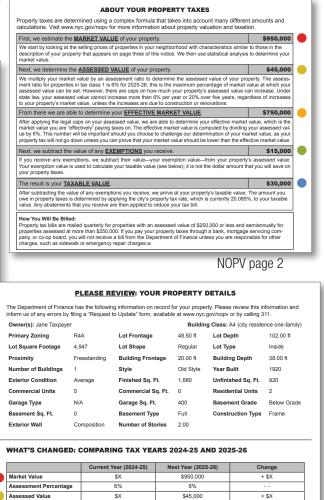
In addition to your market and assessed values, the NOPV will list your current exemptions, though it may not include the exemptions you will receive in the next tax year.

The NOPV is not a bill and does not require payment. You'll want to keep the notice on file and refer to it throughout the year.

Here is an example of an NOPV for a class 1 property:



NOPV page 1



\$725,000

\$15,000

\$30.000

+ SX

+ SX

\$X

\$X

Effective Market Value

Exemption Value

Taxable Value

### Property Description

Basic property information: ownership, description, classification, and BBL.

### Property Identification: BBL

Every property in New York City has a unique identifier known as a borough-block-lot number, or BBL. The BBL acts as your account number with the Department of Finance and will appear on nearly every notice or statement you receive from us. Be sure to have your BBL on hand when you contact DOF—it will help us resolve your issue more quickly.

### The Borough number is always first:

1 = Manhattan 2 = Bronx 3 = Brooklyn

4 =Queens 5 =Staten Island

The Block number is second: It can be up to 5 digits.

The Lot number is last: It can be up to 4 digits.

### Market Value

The Department of Finance determines a market value for your tax class 1 property using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood.

### Assessed Value

A property's assessed value is a percentage of its market value. By law, the assessed value of a class 1 property cannot increase by more than 6% per year or 20% over five years, unless the value increases are due to new construction or renovations. In addition, your assessed value cannot exceed 6% of your home's market value.

### Exemptions

The NOPV lists the exemptions you currently receive and informs you of your exemption value—the reduction in assessed value as a result of your exemptions.

### Taxable Value

Your assessed value minus your exemption value. The taxable value is the amount on which you are taxed.

### Estimated Property Tax

The NOPV provides an estimate of your property tax for the next tax year. While this number is only an estimate, it can help you plan for the year ahead.

### Effective Market Value

Your property's effective market value is its assessed value, before exemptions, divided by 6%. For the Tax Commission to lower your assessment, you must prove that your property's value is less than its effective market value.

### APPEALING THE ASSESSED VALUE ON YOUR

# notice of property value

If you believe that we have set your assessed value too high, you have the right to appeal to the New York City Tax Commission, an independent city agency that has the authority to change your property's assessment value, tax class, and exemptions. For the Tax Commission to lower your assessment, you must prove that your property's value is less than its effective market value—its assessed value before exemptions divided by 6%.

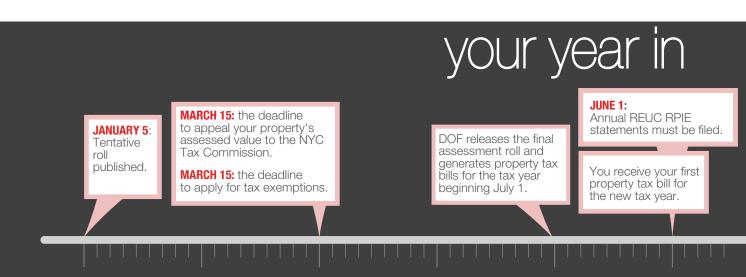
To access Tax Commission appeal forms, visit www.nyc.gov/taxcommission. Printed forms also are available at DOF business centers and at the Tax Commission's office at One Centre Street, Room 2400, New York, NY. (To enter One Centre Street, you will need a photo ID.) The deadline to submit an appeal for a class 1 property is March 15. This means that the Tax Commission must receive your appeal by March 15—mailing your appeal on that date is not sufficient.

If you disagree with the Tax Commission's determination, you may file a Small Claims Assessment Review Petition (SCARP) with the New York State Supreme Court. SCARP petitions are available on the NY State Office of Court Administration's website, www. nycourts.gov, and must be filed by October 25. You cannot file a SCARP if you do not file an appeal with the Tax Commission for the current tax year beginning July 1.

### OTHER CORRECTIONS

12 JAN

If there is a factual error on your NOPV (for example, the description of your property is incorrect), please report it to the Department of Finance by filing a "request to update" form, available at www.nyc.gov/finance or by calling 311. If you disagree with the estimated market value on your NOPV, you can file a "request to review" form available at www.nyc.gov/finance or by calling 311. (But remember that filing either of these forms with DOF is not a substitute for appealing your assessed value with the Tax Commission.)



APRII

JUNE

# resources

### Office of the Taxpayer Advocate

If you have made a reasonable effort to resolve a tax issue with the Department of Finance but feel that you have not received a satisfactory response, the Office of the Taxpayer Advocate can help.

For assistance from the Office of the Taxpayer Advocate, visit www.nyc.gov/taxpayeradvocate and complete form DOF-911, "Request for Help from the Office of the Taxpayer Advocate." You may also contact the Office of the Taxpayer Advocate directly:

**Call:** (212) 748-4785 **Fax:** (646) 500-6907

Mail: NYC Office of the Taxpayer Advocate, 375 Pearl Street, 26th Floor, New York, NY 10038

### The NYC Tax Commission

The New York City Tax Commission is an independent agency that has the authority to change your property's assessed value, tax class, and exemptions.

All appeal forms are available at the Tax Commission's website, www.nyc.gov/taxcommission. You may call the Tax Commission at (212) 669-4410.

# property taxes

A new tax year starts; you're taxed at the previous year's tax rate, if the rate for the new tax year has not been adopted by June 6. The city council votes on the tax rates and the mayor signs off on them. Frequently, because of policy decisions to modify the tax levy class share distribution, the tax rates are not finalized until November. Because we're almost halfway through the tax year from when these rates apply, your taxes for the first part of the year are re-calculated at the new rate.

JULY AUG SEPT OCT NOV DEC 19



#### Abatement:

The City of New York offers tax breaks known as abatements that are applied after your tax amount due has been calculated.

#### Assessed Value:

A property's assessed value is a percentage of its market value. By law, the assessed value of a class 1 property cannot increase by more than 6% per year or 20% over five years, unless the value increases are due to new construction or renovations. In addition, your assessed value cannot exceed 6% of your home's market value.

### Assessment Ratio:

(or Assessment Percentage/Level of Assessment) Your assessed value is based on a percentage of your market value; this percentage is known as your assessment ratio.

### Effective Market Value:

Your property's effective market value is its assessed value, before exemptions, divided by 6%. For the Tax Commission to lower your assessment, you must prove that your property's value is less than its effective market value.

### Exemption:

The City of New York offers tax breaks known as exemptions to seniors, veterans, clergy members, people with disabilities, and others. If you are granted an exemption, it is subtracted from the assessed value of your home, reducing your taxable value. (An exemption differs from an abatement, a type of tax break that reduces your tax due after it has been calculated.)

#### Market Value:

The Department of Finance determines a market value for your tax class 1 property using statistical analysis that incorporates data such as the recent selling prices of similar properties in your neighborhood. Similar properties are those that are close in size, style, and age to yours. This market value is for tax purposes only.

# glossary

### Tax Classes:

Properties in New York City are divided into four classes, each treated differently under the law.

- Class 1: One-to three-unit, predominantly residential properties. Also includes certain vacant land and certain types of condominiums.
- Class 2: Residential property with 4+ units, including condos and co-ops
- Class 3: Utility company equipment and special franchise property
- Class 4: All other real property, including office buildings, factories, stores, and hotels.

### Tax Rate:

The rate at which New York City taxes your property class. This percentage is set by the city council each year and is subject to change.

### Taxable Value:

Your assessed value minus your exemption value. The taxable value is the amount on which you are taxed.