

Helpful Tips for Property Owners

**QUESTIONS?
PLEASE CONTACT
OUR OFFICE.**

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County Assessor**

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A GUIDE TO UNDERSTANDING YOUR PROPERTY ASSESSMENT.

1 YOUR NOTICE OF VALUE IS THE KEY TO UNDERSTANDING YOUR PROPERTY TAX PROCESS.

LOOK FOR IT IN THE MAIL IN THE SPRING.

Each year the Assessor mails each property owner a "Notice of Value". This form serves to inform the owner of the total assessed value, the property description and exemptions applied to the property. Sandoval County typically mails notices in the Spring of each year. This form is an important step in the property tax process. Please read it carefully and follow the instructions on the back. You have 30 days from the official mail date to apply for exemptions and benefits, or to appeal your valuation.

DISAGREE WITH YOUR VALUATION?

Property owners may appeal the value or classification determined for their property by filing a petition of protest with the county assessor within 30 days of the official mail date of the notice of value. Sandoval County typically mails notices in the Spring of each year. Protest forms are available on our website or in our office.

A sample of a "2014 NOTICE OF VALUE" form from Sandoval County Assessor. The form includes sections for "PROPERTY VALUE INFORMATION" and "PROPERTY LEGAL DESCRIPTION AND LOCATION ADDRESS". It also contains instructions for property owners and a disclaimer: "THIS IS NOT A TAX BILL".

2 LIMITATION ON VALUATION INCREASES FOR RESIDENTIAL REAL PROPERTY. DID YOU KNOW THAT THERE ARE LIMITS ON VALUATION INCREASES?

Sandoval County is on a one year appraisal cycle and therefore re-appraises property every year. The total value determined by the assessor for real property each tax year is based on the market value of the property in the year prior to the tax year. For example your 2014 notice of value will reflect a 2013 market value. However, there are restrictions against increasing residential property valuations, i.e. houses, apartments, manufactured homes. Under state law, valuation increases on residential property must not exceed 3 percent per year.

2012 Assessor's Full Value was \$100,000
2013 Assessor's Full Value was \$103,000

**There are some exceptions to the limitations.
The limitation does not apply to:**

- Property that has changed in ownership due to a sale. In this case the valuation cap is removed in the tax year after the sale date and the Assessor's valuation must be changed to reflect the market value of the year of the sale date. This is especially important to potential home buyers. **Please be aware of the potential increase in property valuation that could lead to increased taxes.**
- Property that is placed on the tax rolls for the first time such as a new home.
- Any new improvements made to property in the year prior to current tax year such as additions or outbuildings.
- Property whose use or zoning has changed.

www.sandovalcounty.com

3 TAXPAYER BENEFITS & EXEMPTIONS

DO YOU QUALIFY FOR A TAX PAYER BENEFIT?

HEAD OF FAMILY EXEMPTIONS

The Head of Family Exemption is a \$2,000 reduction of the taxable value of your residential real estate. Only one person in a household may qualify as Head of Family, and it may only be applied in one county in the state. **Essentially, any New Mexico resident who provides more than half the cost of support to the household and the property is their primary residence may qualify.** Dependents are not a requirement. By claiming this exemption your savings in taxes will depend on which tax district your property lies.

VETERAN'S EXEMPTION

The Veteran's Exemption is a \$4,000 reduction in the taxable value of your real estate. Any honorably discharged veteran (or the veteran's unmarried surviving spouse) who has applied with the Department of Veterans Affairs and has been issued a "certificate of eligibility" may qualify for this benefit. For first time applicants, the certificate must be presented to the Assessor's Office within the deadline. Once the exemption is claimed and applied, it remains applied to the property until the ownership of that property changes. With this exemption your savings in taxes will depend on which tax district your property lies.

100% DISABLED VETERAN EXEMPTION

Any veteran who is deemed 100 percent disabled (or the veteran's unmarried surviving spouse) who has applied with the Department of Veterans Affairs and has been issued a "certificate of eligibility" may qualify for a 100 percent exemption from property taxes on his or her place of residence. Once the exemption is claimed and applied, it will remain applied to the property until the ownership of that property changes. Other circumstances may apply. Veteran's Exemption and 100% Disabled Veteran Exemption must be claimed in person with original certificate from the Department of Veterans Affairs.

VALUATION FREEZE

If you are 65 years or older **OR** permanently disabled (at any age) **AND** had a modified gross income of ****\$32,000** or less in 2013, you may apply for a property-valuation freeze for your residence. Application must be submitted along with proof of income, age & disability. Freezing your valuation will help minimize your property value increases.
**Income qualification amount subject to change

WHEN IS THE DEADLINE TO APPLY?

The deadline for claiming the head of family, veterans, 100 percent disabled veteran's exemptions, as well as the valuation freeze is 30 days after the official date of mailing as indicated yearly on the Assessor's official "Notice of Value." Sandoval County typically mails the notices in the Spring each year. You can apply in person or by mail. Veteran Exemptions must be claimed in person.

4 CALCULATING YOUR TAX BILL

Taxes are billed and collected by the County Treasurer's Office

ASSESSOR'S APPRAISED VALUE	TAXABLE VALUE	ESTIMATED TAX RATE	TAXES DUE
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$$\$150,000 \div 3 = \$50,000 \times 0.036311 = \$1,815.55$$

HOW EXEMPTIONS AFFECT YOUR VALUE

TAXABLE VALUE	\$50,000
HEAD OF FAMILY EXEMPTION	-\$2,000
VETERAN EXEMPTION	-\$4,000
TOTAL EXEMPTIONS	\$6,000
NET TAXABLE VALUE	\$44,000
NET TAXABLE VALUE X TAX RATE	\$44,000 x 0.036311*
	\$1,597.68
	Net Taxes Due

YOUR TOTAL SAVINGS WITH EXEMPTIONS IS \$217.87

* ESTIMATED TAX RATE

Estimated Tax Rates vary depending on area and school district. (See last tax bill for most recent rate)

5 THE BIG QUESTION?

WHY DID MY PROPERTY VALUE GO UP 3% THIS YEAR, WHEN THE MARKET IS DECLINING?

Most likely the value on your residential property assessment increased 3% because the assessor's valuation has been capped in prior years while the market was increasing by much more than 3% per year. It may have been capped between one and ten years, depending on how long you have owned your home. The law went into effect in 2001. The assessor's capped value may be very low relative to the real time market value and therefore may not reflect the current market value, thus it must be re-appraised and may be increased by up to 3% every year in Sandoval County.

6 DISCLOSURE OF SALES PRICE

New Mexico law requires the disclosure of residential sales information to the County Assessor's Office. This must be accomplished by filing a notarized affidavit at the Assessor's office within thirty days of the date of filing a deed, real estate contract or memorandum of real estate contract with the County Clerk. All information collected is required to be kept confidential with the Assessor's office, and will not be made available as public information. Failure to comply with the law could result in a conviction of a misdemeanor and punishable by the imposition of a fine of not more than one thousand dollars (\$1,000). Free notary service is available in our office for this purpose.