

**NOTICE:** This is a public document, which means the document as submitted will be available to the public upon request. Therefore, do not enter personal identifiers on it, such as Social Security number, driver's license number, vehicle plate number, insurance policy number, active financial account number, or active credit card number.



## Tax Court of New Jersey Case Information Statement (CIS-LP)

Instructions: To be attached to face of complaint (type or print)

Attorney Name (List your information if you are not represented by an attorney)			Attorney ID Number	
Street		E-mail Address		
City	State	Zip	Telephone Number	

**Part A. Check one of the following case types and the filing fee**

<input type="checkbox"/> Direct Appeal	<input type="checkbox"/> Added or Omitted Assessment
<input type="checkbox"/> Appeal from County Tax Board Judgment	<input type="checkbox"/> Farmland Qualification
<input type="checkbox"/> Correction of Error	<input type="checkbox"/> Farmland Rollback
<input type="checkbox"/> Exemption	<input type="checkbox"/> Other

**NOTE:** To be in the Small Claims Division, the property must be: a class 2 property (1-4 family residence), a class 3A farm residence, to correct an error pursuant to N.J.S.A. 54:51A-7, or the prior year's taxes were less than \$25,000. See *Rule 8:11-(a)(2)*.

Check for Small Claims Division

Filing Fee Submitted \$	Check/other	Attorney Charge Account Number
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**Part B. Fill in the following for all cases**

1. Plaintiff		Defendant	
2. County	Block	Lot	Unit
3. Assessment year(s) in contest			
4. Property Address			
5. Property Type (check one)			
<input type="checkbox"/> 1-4 Family Residence (class 2)	<input type="checkbox"/> Business Personal Property	Percentage _____	
<input type="checkbox"/> Casino	<input type="checkbox"/> Commercial		
<input type="checkbox"/> Condominium	<input type="checkbox"/> Farm Residence (class 3A)		
<input type="checkbox"/> Farmland	<input type="checkbox"/> Hotel		
<input type="checkbox"/> Industrial	<input type="checkbox"/> Multi-Unit Residential (over 4 Units)		
<input type="checkbox"/> Nursing Home	<input type="checkbox"/> Pipeline		
<input type="checkbox"/> Senior Citizen/Veteran Deduction	<input type="checkbox"/> Tax Exempt		
<input type="checkbox"/> Vacant Land	<input type="checkbox"/> Vacant land used as part of a 1-4 family residence		
<input type="checkbox"/> Other _____			
6. Is plaintiff the			
<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	<input type="checkbox"/> Contract Purchaser	
<input type="checkbox"/> Court Appointed Rent Receiver	<input type="checkbox"/> Municipality	<input type="checkbox"/> Other _____	

7. Is an exemption claimed?

Yes  No  Type \_\_\_\_\_

If more than one assessed property is included in the complaint, are they contiguous **and** in common ownership?

Yes  No

Attach individual Case Information Statements for each separately assessed parcel. If multiple condominium units, attach the Condominium/Multiple Assessment Schedule.

**Part C. Fill in the following for all Case Types except Farmland Rollback**

Assessment for the year set forth in No. 3 above

Original Assessment		County Tax Board Assessment	
Land	\$ _____	Land	\$ _____
Improvements	\$ _____	Improvements	\$ _____
Exemption	\$ _____	Exemption	\$ _____
Total	\$ _____	Total	\$ _____

**Part D. Fill in the following only for Farmland Rollback**

Year	Non-Qualified Assessed Value	Qualified Assessed Value	Assessment Subject to Rollback
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____

**Part E. Fill in the following:**

**Note:** For *Direct Appeals* - The total assessment must be over \$750,000 to qualify. The Improvement total for Part E should be the Original Improvement\* and the added, omitted or omitted/added assessment for 12 months, not the prorated assessment. See Court Rule 8:2(c).

**For Added Assessment ONLY**

Said property is the subject of an added assessment for the assessment year \_\_\_\_\_ as follows:

Original Assessment		County Tax Board Judgment	
Improvements*	\$ _____	Improvements	\$ _____
Prorated Assessment for _____ months	\$ _____	Prorated Assessment for _____ months	\$ _____

**For Omitted or Omitted/Added Assessment ONLY**

Said property is the subject of an omitted or omitted/added assessment for the assessment year \_\_\_\_\_ as follows:

Original Assessment		County Tax Board Judgment	
Land	\$ _____	Land	\$ _____
Improvements*	\$ _____	Improvements	\$ _____
Prorated Assessment. for _____ months	\$ _____	Prorated Assessment for _____ months	\$ _____

The Judiciary will provide reasonable accommodations to enable individuals with disabilities to access and participate in court events. Please contact the local ADA coordinator to request an accommodation. Contact information is available at [njcourts.gov](http://njcourts.gov).

Will an interpreter be needed?  Yes  No If yes, for what language \_\_\_\_\_

**Please Note:** Only an interpreter registered with the Administrative Office of the Courts may be used during a court proceeding.

I certify that confidential personal identifiers have been removed from documents now submitted to the court, and will be removed from all documents submitted in the future in accordance with Rule 1:38-7(b)

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Signed (must be signed by each plaintiff)

Make Filing Fee checks payable to: **Treasurer, State of New Jersey**  
**Mailing Address:** Tax Court Management Office, P.O. Box 972, Trenton, NJ 08625-0972