

**FORM A-3
PETITION –INDIVIDUAL CLAIM FOR REFUND**

**NOTICE OF APPEAL
TO
TAX APPEAL BOARD**

Petitioner,

vs.

Docket No: _____
(Tax Appeal Board will provide)

**DIRECTOR OF REVENUE,
Respondent.**

PETITION

The above-named petitioner hereby petitions for re-determination for a re-determination of the disallowance of their claim for refund set forth by the Director of Revenue in the notice of disallowance dated _____, and as a basis of this proceeding alleges as follows:

1. The petitioner is an individual with residence at:

_____.

2. The notice of disallowance (a copy of which is attached and marked Exhibit A) was mailed to the petitioner on _____.

3. The taxes in controversy are income taxes for the calendar year _____ in the amount of \$_____.

4. The determination of tax set forth in said notice of assessment is based upon the following errors:

a. _____

b. _____

c. _____

5. The facts upon which the petitioner relies as the basis for this proceeding are as follows:

a. _____

b. _____

c. _____

Wherefore, the petitioner prays that this Board hear the proceedings and determine that the claim in the amount of \$_____ plus interest, is validly asserted or, in the alternative, grant such other and further relief as may be just and proper.

Petitioner or Counsel for Petitioner Signature

Petitioner or Counsel for Petitioner Printed Name

Address

Home Phone #

Work Phone #

Email Address