

2022 Special Magistrate Application
Value Adjustment Board
Duval County, Florida

Please type. If more space is needed, you may attach additional sheets.

PLEASE NOTE: Florida Statutes Section 194.035 requires the Value Adjustment Board to verify the Special Magistrate’s qualifications before appointing the Special Magistrate. You will be required, as a condition of employment, to sign a written contract approved by the Value Adjustment Board.

1.

Name:	Tax ID#:
Home Address:	Home phone:
Business Address:	Business phone:
Cell Phone:	Fax:
Email:	

2. Select all Special Magistrate positions for which you are applying:

<input type="checkbox"/> Attorney – Exemptions, Classifications, Portability, Change of Ownership or Control, Qualifying Improvement Real Estate-Commercial	<input type="checkbox"/> Tangible Personal Property <input type="checkbox"/> Real Estate-Residential
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3. Are you an elected or appointed official or employee of Duval County or of a taxing jurisdiction or of the State of Florida?

4. During the 2022 tax year, have you or do you intend to represent anyone before the Duval County Value Adjustment Board in any administrative review of property taxes?

5. If you are currently a member of the Florida Bar, or a state certified Real Estate Appraiser pursuant to Chapter 475, Florida Statutes, please provide the following information and attach a photocopy of your current license or certificate for our records:

License or Certificate Type:	
License or certificate number:	
Date licensed or certified:	

6. **Tangible Personal Property applicants only:** please list each nationally recognized appraiser’s organization in which you are currently a designated member. Attach supporting documentation to verify each designation listed.

Organization:	Designation:	Date Received:	Membership Number:

7. **Tangible Personal Property applicants only:** Please list any requirements including experience and education necessary to obtain each designation listed in response to question 6, above. Provide contact information for the listed appraiser's organization(s).

8. **Appraiser applicants only:** State number of years of experience you have in valuation of the following property types:

Residential Property:	
Commercial Property:	
Tangible Property:	

9. **Attorney applicants only:** State number of years of experience you have in the area of ad valorem taxation:

10. **All applicants:** List any and all experience and additional information which qualifies you to serve as a Special Magistrate for the Value Adjustment Board.

11. **All applicants:** Attach a recent writing sample indicating your ability to convey written information.

12. A. If you have previously served as a Special Magistrate, please provide:

County:	Dates served:

12. B. If applicable, please explain why you no longer serve as a Special Magistrate in any or all of the above counties:

13. List each instance in which you have been dismissed, terminated or denied special magistrate appointment to any Value Adjustment Board for poor or improper performance.

14. List any and all instances you have been fined, reprimanded, placed on probation, suspended, disciplined, disbarred or otherwise prevented from providing professional services by the Florida Real Estate Appraisal Board, the Florida Bar, or any professional regulatory agency.

15. List any personal or business relationship you have ever had with any officer or employee of the Duval County Property Appraiser, the Duval County Tax Collector or the Duval County Value Adjustment Board.

16. Are you willing to attend a **mandatory orientation session** and meetings as directed from time to time by the Value Adjustment Board staff and Attorney?

17. Do you agree to provide the VAB, **on or prior to Friday, September 9, 2022** the certificate indicating you have *received* the most current Florida Department of Revenue VAB Special Magistrate training program? Note: If you have less than 5 years experience in the area of ad valorem taxation (for attorneys) real estate valuation (for appraisers) or tangible personal property valuation (for TPP Special Magistrates) attach a certificate that you have *completed* the DOR training (which includes passing all required examinations). Note: You must, in all events, have at least 3 years experience.

The undersigned certifies that the information in this application is true and complete as of the date signed and authorizes the Value Adjustment Board to obtain information from other sources to verify each item contained herein. The undersigned also certifies that he or she has read and meets all qualifications specified in Florida Statutes s. 194.035 and Rule 12D-9.010, Florida Administrative Code.

Print Name

Signature

Date Signed