

**JEFFERSON COUNTY, ALABAMA BOARD OF EQUALIZATION & ADJUSTMENTS
JURISDICTIONAL POLICY 2012 Tax Year**

Board of Equalization Data

It is the policy of our jurisdiction that our parcel records are public information.

How to View Records

1. Log onto Board of Equalization web site and view real property parcel records. Records may be searched by parcel number, owner name and address.
 - a. boe.jccal.org
 - b. Search for Jefferson County Alabama
 - i. Select Official site of Jefferson County Alabama (jeffconline.jccal.org)
 - ii. Select the Departments tab
 - iii. Select Board of Equalization from the Departments Listing
2. Computers to view data are available in each Board of Equalization office.
 - a. These computers are only to view Board of Equalization records
 - b. If there are people waiting, time is limited to 10 minutes per person
3. Come to Board of Equalization and request to see individual folder
 - a. Folders are in the Birmingham or Bessemer courthouse; be sure of your location
 - b. limit of folders 25 per day
 - c. requested folders may be in use by staff and not available
4. Purchase Inventory Control Sheet (\$2/per ICS – County Administrative Order 03-01)

The Board of Equalization has recently updated its software and information available on the web is now complete and easily accessible. Information is no longer available by telephone request.

Viewing records is available so the public may see what inventory the Board of Equalization has on property.

The Board of Equalization does not provide maps or deeds.

1. Maps may be obtained from the Tax Assessor office.
2. Deeds may be obtained in Probate Court.

Disagreement with Value

1. Should a manifest error (examples: a house on vacant property; 10 acres of land listed on a 100" x 150" lot; a swimming pool that does not exist; etc.) be discovered the Board of Equalization will investigate and make appropriate changes whenever these are discovered. Please feel free to come to the office and share the discrepancy.
2. If your opinion of value is different than the board value a protest should be filed at the appropriate time for that tax year. Public notice will be given by the Board when values are established.
3. Take notice that errors discovered may decrease or increase values and could impact previous years taxes owed.