Cook online filing handoff

SYNTHETIC EXAMPLE - no real property, researched case or submission.

Assessor route only. Board of Review filings are separate. Use this sheet only after confirming your property type, assessment year and open township window. This is not a government form.

1. Choose the correct filing

Open Available Filings. The current portal lists Residential Assessment Appeal (2026) separately from Condo/Coop Assessment Appeal (2026). Check the year and property class before starting. Use the portal directly; AppealMyTax does not log in or file for you.

Verify Parcel: address and subject PIN

123 Example Lane (fictional)
PIN: [Use your actual 14-digit PIN]

Filer / year: review your supplied details

Owner: Example Owner (fictional)
Assessment year: 2026

Activity Window: township, open/close dates and source checked

2. Prepare the explanation

Review property characteristics and choose the reasons that your evidence supports. Edit the question below into a factual explanation; we have not selected grounds or determined overassessment.

Appeal Application: owner question / explanation to complete

Teaching example: check whether the recorded building area agrees with the dated floor plan. No error has been established.

Do not enter comparable parcels as Additional PINs: that section is for related subject parcels. Use the applicable comparable-evidence attachment section.

Attachments and submission

3. Match each entry to an actual file

Use the portal and current Appeal Rules to confirm required documents for your filing type and reasons. A list, URL or kit worksheet does not replace the underlying evidence. Your own comparables are optional for Assessor uniformity review.

Owner-listed documents: add filename, date and purpose

Example only: current property record and dated floor plan. Obtain and review actual files before uploading.

Your supplied comparison notes: add actual source files; not verified comps

4. Review, submit yourself, then retain proof

Resolve missing or invalid fields, confirm declarations and required signatures, and upload the correct files. A saved draft is not submitted. After you submit, check My Filings / Message Center for status and confirmation. Save a copy of the submission and any later response dates.

After submitting: filing ID, submission time, status and confirmation location

Official sources checked 2026-10-07

Filing choices: https://propertytaxfilings.cookcountyil.gov/Pub/AvailableFilings

Portal guide (tabs/process; older example years): https://prodassets.cookcountyassessor.com/s3fs-public/form_documents/HowToOnlineAppeal.pdf

Current rules: https://www.cookcountyassessoril.gov/official-appeal-rules-cook-county-assessor

Township calendar: https://www.cookcountyassessoril.gov/assessment-calendar-and-deadlines

If online filing is not possible, consult the Assessor about its paper-form exception. This handoff does not establish eligibility, sign, submit or replace an official application.