



County of Volusia

VALUE ADJUSTMENT BOARD

123 West Indiana Avenue, Suite 302
DeLand, Florida 32720
(386) 740-5164 Fax: (386) 626-6628

REQUEST TO APPEAR BY TELEPHONE for PETITION # _____

Provide your name, address, and phone number. The information provided must match the petition form.

1) Pursuant to Florida Administrative Code 12D-9.026, Telephonic Hearings are permitted to reasonably accommodate parties with verifiable hardship. By Resolution, this type of request is subject to review and approval by the appointed designee. When good cause is found, the petitioner is responsible for contacting the VAB Office at the time specified on the hearing notice to conduct the hearing by telephone. When good cause is not found, the petitioner is required to attend the hearing in person. Failure to comply will result in a NO SHOW DENIAL.

A written request is required to initiate a telephonic hearing, which must be received by the board clerk at least (5) five days before the hearing date. To calculate the days, the party shall use calendar days, not including the day of the hearing in the calculation, and shall count backwards from the day of the hearing. The last day of the period shall be included unless it is a Saturday, Sunday, or legal holiday, in which event the period shall run until the end of the next previous day that is neither a Saturday, Sunday, or legal holiday.

2) Provide the name of the person(s) who will appear by telephone. This information must match the petition; proper authorization will be required.

3) Procedures for Conducting Hearings are located in F.A.C. Rules 12D-9.024 and 12D-9.025. The rules are the same, regardless if you attend in person or by telephone. All parties must agree on methods for swearing witnesses, presenting evidence, and placing testimony on record. **Please sign in agreement.**

Upon receipt, a copy of this request will be provided to the property appraisers office.