



SINGLE-JOINT PETITION FOR CONTIGUOUS PARCELS

The Orange County Value Adjustment Board offers the taxpayer or licensed agent a petition-filing feature which will allow you the option to file for contiguous parcels by providing a digital file to the VAB Clerk. The digital file, i.e., Excel spreadsheet, will contain a listing of those parcels determined to be contiguous by the [Property Appraiser's Office](#). This filing feature eliminates the need for multiple hard copy (paper) petitions, and will permit the VAB Clerk to upload the data file to provide increased efficiency and to ensure accuracy. In addition to the added benefits of convenience and speed, you may monitor the progress of your petition online.

Pursuant to [Section 194.011 \(3\)\(e\)\(f\), Florida Statutes](#), the Property Appraiser must make a determination of those developed parcels, which are substantially similar with respect to location, proximity to amenities, number of rooms, living area and condition. The Property Appraiser must also determine if undeveloped parcels are substantially similar in nature.

Prior to filing a petition for contiguous parcels, you must first submit to the Orange County Property Appraiser's Office (PAO) a list of parcels and corresponding values for review. Please contact the Property Appraiser's Office by dialing 407-836-5028 or by sending an email to Lisa Bloodsworth at lbloodsworth@ocpafl.org. You will work directly with the Property Appraiser's Office in order to receive its final determination.

Once the Property Appraiser's Office has confirmed contiguous parcels, forward an email to vab@occompt.com to state your intent to file, and attach the Excel spreadsheet which includes the Property Appraiser's approved contiguous parcel listing. The petition will not be accepted without the PAO's determination of contiguity sent electronically to the VAB clerk.

Simultaneously, you must submit a signed & dated [DR-486 petition form](#) (hard copy) in which the appropriate box for a "joint petition" is selected in the section "Part 2. Reason for Petition". You must also attach the list of parcels sent electronically to the VAB clerk. Form [DR 486MU – Attachment to Single Joint Petition for Multiple Units Filing](#) may be used for listing the parcel numbers.

As a reminder, the filing fee for a single joint petition is \$15.00 plus \$5 for each additional contiguous parcel included in the petition; e.g. the fee for 3 parcels on a single joint petition would be \$15.00 plus \$10.00 for a total of \$25.00. All single-joint petitions and payments may be submitted in person, by mail, or by delivery service and should be either delivered or addressed as follows:

U.S. Mail: Orange County Value Adjustment Board, P.O. Box 38, Orlando, FL 32802-0038

Courier Service: Orange County Value Adjustment Board, Orange County Administration Building, 201 S. Rosalind Avenue, 4th Floor, Orlando, FL 32801

In Person: Orange County Value Adjustment Board, Orange County Administration Building, 201 S. Rosalind Avenue, 4th Floor, Orlando, FL 32801