

Ventura County Auditor Controller's Office  
Property Tax Division  
800 South Victoria Avenue, Ventura, CA 93009-1540  
805-654-3181

**AUDITOR-CONTROLLER USE ONLY:**  
**R&T 4831**

ARC/ASSMT NO.: \_\_\_\_\_

TRA \_\_\_\_\_ SUB/FUND \_\_\_\_\_

RECEIVE DATE: \_\_\_\_\_

PROCESS DATE: \_\_\_\_\_

**DIRECT ASSESSMENTS LEVY CORRECTION FORM**

For Direct Assessment Levy corrections after the August submittal deadline for the year. Please complete one form per year/APN correction. Mail the original signed and completed form to the address listed above, Attn. Jordan Au.

Request Date: \_\_\_\_\_ Subfund: \_\_\_\_\_ District & Zone Number: \_\_\_\_ -- \_\_\_\_

District Name: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Authorized Signor's Name (print here): \_\_\_\_\_

Authorized Signature (sign here): \_\_\_\_\_

Tax Roll Year to be Corrected: \_\_\_\_\_

Owner's Name on Bill: \_\_\_\_\_

Assessor's Parcel Number (APN): \_\_\_\_\_

Current Levy Amount on Bill: \_\_\_\_\_

New Levy Amount Requested: \_\_\_\_\_

Levy Difference: \_\_\_\_\_

Reason for Correction\*: Please select one

- Wrong Amount / Owner Exempt
- Wrong APN
- Owner Change before December 11 and levy is for prior owner (transfer to unsecured roll):
- Other: \_\_\_\_\_

\*Please note: This form is intended for corrections that are a result of an error. A District accepting payment directly from a taxpayer does not constitute an error per R&T code 4831 et seq., and the Auditor-Controller does not have the authority to adjust a tax bill due to prepayments. Also, we cannot increase or adjust a charge that has been paid in full.

All correction forms must be received by 5 pm on the third Friday in February.