

East Chicago Waterway Management District
User Fee Assessment Appeal Form

User Name: _____

User ID No. (From Top Left of Assessment Form): _____

Property Address: _____

User Mailing Address (if different from Property Address): _____

City, State, Zip: _____

Contact Person: _____

(Name)

(Phone number with area code)

I hereby request an appeal of the Waterway User Fee assessed by the East Chicago Waterway Management District. The request for this appeal is based on one or more of the following reasons (please check those that apply to your appeal request):

- _____ 1. Property at this address is no longer owned or controlled by the named user. Please provide detailed information regarding the date of transfer and the new owner/user.
- _____ 2. User address is outside the jurisdiction of the East Chicago Waterway Management District.
- _____ 3. User is exempt from user fee assessments. Please provide detailed explanation and legal basis for this assertion.
- _____ 4. Waterway frontage distance used to calculate user's fee is inaccurate. Please provide detailed explanation and documentation of distance user is claiming.

***In the event the above-mentioned user property is sold, rented, ownership transferred, or a change is made that would affect the calculation of the user fee for this property, you are responsible for notifying the East Chicago Waterway Management District within 30 (thirty) days so that we can assess the user fee to the new tenants/owners and/or re-calculate the fee based on the new information. Failure to so inform the East Chicago Waterway Management District may result in penalties or a forfeiture of fees already paid.

This appeal will automatically be denied if you fail to sign below showing that you accept the responsibility to notify the East Chicago Waterway Management District for selling, renting, re-occupying or transferring ownership of the above-mentioned user property.

The appeal will be heard by an Appeals Officer appointed by the Board of the East Chicago Waterway Management District and shall be governed by the procedures established by the Board. All decisions of the Board on user fee appeals are final.

Signed by Waterway Property User: _____

Date: _____

Mail or hand deliver your complete appeal form to:

East Chicago Waterway Management District
Attn: Fernando Treviño
4444 Railroad Avenue
East Chicago, IN 46312

Form Revision 12/10