

Escambia County Value Adjustment Board  
Application for Special Magistrate

Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_ (E-mail Address) \_\_\_\_\_

Hourly Rate: \_\_\_\_\_ Minimum Hours: \_\_\_\_\_

**Escambia County usually holds hearings in October and November. List any dates you WOULD NOT be available.**

Dates Not Available: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List the counties where you have served as Special Magistrate: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Pursuant to § 194.035, Fla. Stat., a person cannot serve as a special magistrate if he or she is an elected or appointed official of a county, a taxing jurisdiction, or the state; is an employee of a county, a taxing jurisdiction, or a state; or, in the same tax year that he or she serves the board as a special magistrate, represents a party before the board in any administrative review of property taxes.**

Are you an elected or appointed official of a county, a taxing jurisdiction or the state? \_\_\_ Yes \_\_\_ No

Are you an employee of a county, a taxing jurisdiction, or the state? \_\_\_ Yes \_\_\_ No

Have you represented a party before the board in an administrative review of property taxes this tax year? \_\_\_ Yes \_\_\_ No

**All applicants are required, annually, under § 194.035, Fla. Stat., to complete training provided by the Department of Revenue. Prior to conducting any 2021 VAB Hearings, this training is required for all special magistrates selected to serve the Escambia County Value Adjustment Board. Individuals who are otherwise qualified and have at least three years, but less than five years, of relevant experience, and who want to be considered for appointment as special magistrate, must complete this training and the exam.**

If you have taken the 2021 training course, attach your completion certificate to this application. If you have not, go online to the Department of Revenue's website at [https://floridarevenue.com/property/Pages/VAB\\_Training.aspx](https://floridarevenue.com/property/Pages/VAB_Training.aspx), complete the training, and forward your completion certificate to [vab@escambiaclerk.com](mailto:vab@escambiaclerk.com) no later than July 31, 2021.

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**Attorney Magistrate Qualifications – Complete Only if Applying for Attorney Magistrate**

Are you a member of the Florida Bar? \_\_\_\_\_ Yes      \_\_\_\_\_ No      Bar #: \_\_\_\_\_

How many years of experience have you had in the area of ad valorem taxation? \_\_\_\_\_

List any disbarment, suspension, or any other disciplinary action that you have received from any organized Bar Association: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Appraiser Magistrate Qualifications to Hear Value Petitions – Complete Only if Applying for Appraiser Magistrate**

Are you a State certified real estate appraiser? \_\_\_\_\_ Yes      \_\_\_\_\_ No      License #: \_\_\_\_\_

How many years of experience have you had in property valuation? \_\_\_\_\_

List each instance in which you have been fined, reprimanded, placed on probation, disciplined, or otherwise prevented from conducting broker or appraisal services by the Florida Real Estate Commission or the Florida Real Estate Appraisal Board: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you a designated member of a nationally recognized appraiser's organization? \_\_\_\_\_ Yes      \_\_\_\_\_ No

List those organizations and your designation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PROVIDE SUPPORTING DOCUMENTATION TO VERIFY EACH DESIGNATION. APPLICANTS WILL NOT BE CONSIDERED UNTIL VERIFICATION IS RECEIVED BY THE OFFICE OF THE CLERK OF THE CIRCUIT COURT.**

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**Appraiser Magistrate Qualifications to Hear Value Petitions – Complete Only if Applying for Appraiser Magistrate – Continued**

Have you ever appraised tangible property? \_\_\_\_ Yes \_\_\_\_ No

If yes, describe the experience you have appraising tangible property: \_\_\_\_\_

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How many years of experience have you had in tangible property valuation? \_\_\_\_\_

Are you interested in hearing tangible property valuation appeals? \_\_\_\_ Yes \_\_\_\_ No

**Education**

Please describe your education, including schools attended, degrees, and relevant certifications and licenses not previously listed\*: \_\_\_\_\_

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\*In lieu of the above, you may attach your current resume.

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Oath and Signature

The undersigned certifies, under penalty of disqualification from consideration, that each item contained in this application, or other document(s) furnished by or on behalf of the applicant, is true and complete as of the date it bears. The undersigned authorized the Value Adjustment Board to obtain information from other sources to verify each item contained herein. The undersigned acknowledges that, if selected, he/she will follow all requirements and mandates of law in fulfilling the duties of special magistrate to the Value Adjustment Board.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit Application to the Value Adjustment Board Clerk by June 30, 2021:

Honorable Pam Childers  
Clerk of the Circuit Court and Comptroller  
Attn: DeLana Allen-Busbee, Clerk to the Board's Office  
Value Adjustment Board  
221 Palafox Place, Suite 110  
Pensacola, Florida 32502-5843  
(850) 595-3917

**APPLICATION MUST BE SUBMITTED IN A SEALED ENVELOPE  
AND MUST BE RECEIVED BY JUNE 30, 2021.  
ALL APPLICATIONS WILL BE OPENED ON JULY 1, 2021.**