

## Osceola County Value Adjustment Board (VAB)

### Telephonic Hearings Procedure

#### Contact Information

Osceola County Value Adjustment Board (VAB)

1 Courthouse Square, Suite 2400

Kissimmee, Florida, 34741

EMAIL: [vab@osceola.org](mailto:vab@osceola.org)

PHONE: 407-742-2100

WEB: <https://www.osceola.org/agencies-departments/clerk-board/value-adjustment-board>

1. Petitioner must request telephonic hearing at least 5 days prior to originally scheduled hearing date unless there is an emergency or extenuating circumstance.
  - a. All telephonic hearing requests must be submitted in writing to [vab@osceola.org](mailto:vab@osceola.org); by email or US Mail. The request must include the name of the petitioner/agent who will be testifying, the telephone number for the Clerk to call, and the proper authorization for the petitioner/agent of the individual calling in to represent the property owner must be on file with the Clerk of the Board.
2. Petitioner's evidence must be exchanged with the Property Appraiser at least 15 days prior to the hearing date.
3. Telephonic hearings will be conducted in the Osceola County Administration Building, Conference Room 4702, 4th floor of 1 Courthouse Square, Kissimmee, Florida. Speaker phones are available in the room.
4. Telephonic hearings are conducted by the Special Magistrate exactly like other hearings and are open to the public.
5. All parties and witnesses shall be available at the scheduled hearing time. Since Osceola County hearings are time block scheduled, using a first come, first serve process, petitioners appearing in person at the time of the scheduled hearing block will be heard first; therefore, there could be a waiting period.
6. When speaking, parties shall identify themselves to ensure that all parties recognize who is addressing the Special Magistrate at all times.
7. The Special Magistrate will conduct the telephonic hearing according to 12D-9 and 12D-10, Florida Administrative Code and the Florida Statutes.