

# Osceola County Value Adjustment Board (VAB)

## Electronic Hearings Procedure

### Contact Information

Osceola County Value Adjustment Board (VAB)

2 Courthouse Square, Suite 2707

Kissimmee, Florida, 34741

Email: [vab@osceolaclerk.org](mailto:vab@osceolaclerk.org)

Phone: 407-742-2100

Web: <https://osceolaclerk.com/value-adjustment-board/>

- Petitioner must request an electronic hearing at least 10 calendar days before the originally scheduled hearing date unless there is an emergency or extenuating circumstance.
- All electronic hearing requests must be submitted in writing to the VAB Clerk at [vab@osceolaclerk.org](mailto:vab@osceolaclerk.org), by email, or by U.S. Mail. The request must include the name of the petitioner/agent who will be testifying, and the telephone number for the VAB Clerk to call. 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.
- Petitioner's evidence must be exchanged with the Property Appraiser at least 15 days before the hearing date.
- Electronic hearings will be conducted at the Osceola Clerk of the Circuit Court & County Comptroller, Judge Jon B. Morgan Courthouse, 2nd floor, Probate Conference Room, 2 Courthouse Square, Kissimmee, Florida.
- The Special Magistrate will conduct electronic hearings in the same fashion as in-person hearings and these hearings are open to the public.
- 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.
- Parties shall identify themselves throughout the hearing to ensure that all parties are recognized when addressing the Special Magistrate.
- The Special Magistrate will conduct the hearing according to 12D-9 and 12D-10, the Florida Administrative Code, and the Florida Statutes.