

Harris County Appraisal District  
 Information & Assistance  
 2800 North Loop West  
 P. O. Box 922004  
 Houston, Texas 77292-2004  
 (713) 957-7800  
 41.44 (2/99)

## Property Tax Notice of Protest

Tax Year \_\_\_\_\_

**INSTRUCTIONS:** If you want the appraisal review board to hear and decide your case, you must file a written notice of protest with the appraisal review board (ARB) for the appraisal district that took the action you want to protest. To be valid, a notice of protest must identify the owner and the property, and must indicate the nature of the protest. For this reason, it is important that the notice of protest form be completed fully (including the tax account number).

HCAD Account Number \_\_\_\_\_

**Filing Deadlines:** The usual deadline for filing your notice (having it postmarked if you mail it) is midnight, May 31.  
 A different deadline will apply to you if:

- 1) your notice of appraised value was mailed to you after May 2;
- 2) your protest concerns a change in use of agricultural, open-space, or timber land;
- 3) the ARB made a change to the appraisal records that adversely affects you and you received notice of the change;
- 4) the appraisal district or the ARB was required by law to send you notice about a property and did not; or
- 5) you had good cause for missing the May 31 protest filing deadline.

Contact the appraisal district for your specific protest filing deadline. The ARB will determine if good cause exists for missing a deadline. Good cause means that something beyond your control, such as a medical emergency, prevented you from meeting the deadline.

**Weekends, Holidays:** If your deadline falls on a Saturday, Sunday or other legal holiday, it is postponed until midnight of the next working day.

**Step 1:**  
 Phone Number \_\_\_\_\_ Telephone (area code and number) \_\_\_\_\_

If above address is incorrect, please correct for future mailings.

**Step 2: Describe Property Under Protest**

Mobile home: (give make, model and identification number) \_\_\_\_\_

Give street address and city if different from above, or legal description if no street address \_\_\_\_\_

**Step 3: Check reason(s) for Protest**

Value is over market value.

Value is unequal compared with other properties.

Property should not be taxed in \_\_\_\_\_  
 (name of taxing unit)

Failure to send required notice.  
 \_\_\_\_\_  
 (type)

Other: \_\_\_\_\_

- Exemption denied, modified, or cancelled.
- Ag-use, open-space, timber, or other special valuation denied, modified, cancelled, or rolled back due to change in use.
- Owner's name incorrect.
- Property description incorrect.
- Improvement (structures, etc.)
- Land (attach copy of deed)
- Property should not be taxed in this appraisal district.

**Step 4: Give facts that may help resolve your case.**

Optional - State your opinion of your property's market value: \_\_\_\_\_ \$ \_\_\_\_\_

**Step 5: ARB Hearing Procedures**

I want the ARB to send me a copy of its hearing procedures. Yes  No\*

\* If your protest goes to a hearing, you will automatically receive a copy of the ARB's hearing procedures.

**Step 6: Sign the Application**

Signature of Owner     Agent    Agent Code # \_\_\_\_\_    Date \_\_\_\_\_

A notice of protest must be signed by the owner or an authorized agent. You can use the form on the back to authorize a family member or friend to appear for you. You must fill out state form 1.111 if you want a paid agent to appear for you. See the back for more details.