

**PROPERTY APPRAISAL - NOTICE OF PROTEST - 2018**

Appraisal district name ELLIS APPRAISAL DISTRICT	http://www.elliscad.com	Phone (Area code and number) 972-937-3552, 1-866-348-3552
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Address  
P.O. BOX 878, 400 FERRIS AVE. WAXAHACHIE, TX 75168

**email: protest@elliscad.com**

**This document and all supporting documentation must be filed with the appraisal district office in the county in which this property is located. Do not file this document with the office of the Texas Comptroller of Public Accounts. A directory of appraisal district offices may be found on the Comptroller's website.**

**GENERAL INSTRUCTIONS:** This form is for use by a property owner or designated agent to file a protest regarding certain actions taken by the appraisal district responsible for appraising the owner's property and have the appraisal review board (ARB) hear and decide the matter. Section 3 of this form identifies the reasons or grounds under Section 41.41 that a property owner has the right to protest. If you are leasing the property, you are subject to the requirements set forth in Tax Code Section 41.413.

**FILING DEADLINES:** The typical deadline for filing your notice is midnight, May 15. (Your specific protest filing deadline is printed on the appraisal notice.)  
A different deadline will apply to you if:

- \* the notice of appraised value was delivered after April 16; \* the protest concerns a change in the use of agricultural, open-space or timber land;
- \* the appraisal district or the ARB was required by law to send you notice about a property and did not; \* the ARB made a change to the appraisal records that adversely affects you and you received notice of the change; or \* in certain limited circumstances, you had good cause for missing the protest filing deadline.

**TYPES OF PROTEST HEARINGS:** Under Tax Code Section 41.45, a property owner may appear or participate in the ARB protest hearing in one of three ways, see Step 5.

**EVIDENCE FOR HEARINGS:** A person participating in an ARB hearing by telephone conference call or by written affidavit submission must submit evidence with a written affidavit delivered to the ARB before the hearing begins. A completed and signed Form 50-283, Property Owner's Affidavit of Evidence to the Appraisal Review Board, may be used as the affidavit to submit evidence before the ARB hearing. Evidence may be submitted for any hearing type either in paper or on a small portable electronic device (such as a CD, USB flash drive or thumb drive) which will be kept by the ARB. Do not bring evidence on a smart phone. The ARB's hearing procedures regarding all the requirements to properly submit evidence on a small portable electronic device must be reviewed.

**NOTICE:** The Comptroller's office may not advise a property owner, a property owner's agent, or the chief appraiser or another employee of an appraisal district on a matter that the Comptroller's office knows is the subject of a protest to the ARB.

State the Year(s) for which you are protesting: **2018**

<b>STEP 1:</b> Owner's or lessee's name and address	Owner's or lessee's full name
	Owner's or lessee's current mailing address (number & street, city, town or post office, state, zip code)
Please check box for the best way to contact you to schedule an appointment with an appraiser	<input type="checkbox"/> Daytime Phone (area code and number) <input type="checkbox"/> Evening Phone (area code and number) <input type="checkbox"/> Mobile Phone (area code & number)
	<input type="checkbox"/> Email Address: _____
Please select one	I prefer my informal appointment with an appraiser to be <input type="checkbox"/> by email <input type="checkbox"/> on the phone <input type="checkbox"/> at the Ellis CAD office

<b>STEP 2:</b> Describe property under protest	Give street address and city if different from above, or legal description if no street address
	_____
	Appraisal district account number (optional) <b>Property ID:</b> _____
	Mobile homes: (Give make, model and identification number)

**To preserve your right to present each reason for your protest to the ARB according to law, be sure to select all boxes that apply.**  
For example, if you select the first box indicating an incorrect appraised (market) value for your property, you are representing that the value is incorrect-usually that the value should be lowered. If you also want to protest that your property is not appraised at the same level as a representative sample of comparable properties appropriately adjusted for condition, size, location and other factors, you must also select the box indicating the value is unequal compared with other properties. Your property may be appraised at its market value, but be unequally appraised. Failure to select the box that corresponds to each reason for your protest may result in your inability to protest an issue that you want to pursue.

<b>STEP 3:</b> Check reason(s) for your protest	<input type="checkbox"/> Incorrect appraised (market) value. <input type="checkbox"/> Exemption was denied, modified or cancelled.
	<input type="checkbox"/> Value is unequal compared with other properties. <input type="checkbox"/> Change in use of land appraised as ag-use, open-space, or timber land.
	<input type="checkbox"/> Property should not be taxed in _____ (name of taxing unit) <input type="checkbox"/> Ag-use, open-space or other special appraisal was denied, modified or cancelled.
	<input type="checkbox"/> Failure to send required notice. _____ (type) <input type="checkbox"/> Owner's name is incorrect.
	<input type="checkbox"/> Other: _____ <input type="checkbox"/> Property description is incorrect.
	<input type="checkbox"/> Incorrect appraised or market value of land under special appraisal for ag-use, open-space or other special appraisal. <input type="checkbox"/> Property should not be taxed in this appraisal district or in one or more taxing units.

<b>STEP 4:</b> Give facts that may resolve your case (continue on additional page if needed)	_____
	What do you think your property's value is? (Optional) \$ _____

<b>STEP 5:</b> Hearing Type	Indicate below how you intend to appear or participate in a protest hearing scheduled for the property that is the subject of this protest. A property owner does not waive the right to appear in person at a protest hearing by submitting an affidavit to the ARB or by electing to appear by telephone conference call. I intend to appear in the ARB hearing scheduled for my protest in the following manner (Check only one box):
	<input type="checkbox"/> In person <input type="checkbox"/> By telephone conference call and will submit evidence with a written affidavit delivered to the ARB before the hearing begins** Review the ARB's hearing procedures for county specific telephone conference call procedures. Telephone number for the ARB to contact you: _____
	<input type="checkbox"/> On written affidavit submitted with evidence and delivered to the ARB before the hearing begins

<b>STEP 6:</b> Check to receive ARB hearing procedures	I want the ARB to send me a copy of its hearing procedures. <input type="checkbox"/> Yes <input type="checkbox"/> No*
	* If your protest goes to a hearing, you will automatically receive a copy of the ARB's hearing procedures.

<b>STEP 7:</b> Sign the protest	print here > _____ Print Name sign here > _____ Signature	<b>Date</b>
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