

PLEASE NOTE:

If you send a sworn affidavit of testimony, it should be sent by first class mail. Faxed or emailed affidavits **will not** be accepted.

The affidavit and supporting documents must be received by the Appraisal Review Board before the scheduled hearing on the protest. Delivering them to the office in person is best. If you mail them, it is a good idea to send them return receipt requested. Be sure to mail them in plenty of time to arrive before your scheduled hearing. Clearly place in the affidavit or a cover letter, the property owner's name, address, account number, property description and the date and time of the hearing.

***In accordance with the Appraisal Review Board's Procedures, at the end of the presentation, an opinion of value (if applicable) for the property must be stated.**

*Effective January 1, 2014 per Texas State Comptroller "Model Procedures for Appraisal Review Boards"