

Collin Central Appraisal District
250 Eldorado Pkwy
McKinney, TX 75069
Ph - 469.742.9200

Property Owner's Affidavit of Evidence to the Appraisal Review Board

Tax Year:

Account#

GENERAL INFORMATION:

- Property owners are not required to use this form, but may instead submit evidence or argument with a written, signed, sworn statement that identifies the protesting party, describes the property under protest, and meets the requirements of Tax Code Section 41.45.
- The *original* affidavit must be received by the ARB before the hearing begins. The ARB does not accept emailed or faxed affidavits.
- Please ensure that you submit a completed affidavit. The ARB will not consider affidavits that are not signed, dated, and notarized.
- Review the ARB Hearing Procedures to properly submit evidence, these were included with your Notice of Hearing letter.

SECTION 1 – Property Owner or Lessee's Information

Property Owner or Lessee's Name

Property Owner or Lessee's Mailing Address

City, State, & ZIP Code

SECTION 2 – Property Description

Physical Address *(give street address and city)*

Property's Legal Description

Appraisal District Account Number(s) *(if known)*

Mobile Homes *(give make, model, and identification numbers)*

SECTION 3 – Protested Action or Decision

I seek relief from the following determination or other action of the appraisal district relating to my property described above:

- | | |
|---|--|
| <input type="checkbox"/> Incorrect appraised (market) value. | <input type="checkbox"/> Ag-use, open-space or other special appraisal was denied, modified, or canceled. |
| <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 timberland. |
| <input type="checkbox"/> Exemption was denied, modified, or canceled. | <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"/> Owner's name is incorrect. | <input type="checkbox"/> Property should not be taxed in _____
<i>(name of taxing unit)</i> |
| <input type="checkbox"/> Property description is incorrect. | <input type="checkbox"/> Failure to send required notice. _____
<i>(type of notice)</i> |
| <input type="checkbox"/> Property is not located in this appraisal district or otherwise should not be included on the district's record. | <input type="checkbox"/> Other: _____
<i>(write-in reason)</i> |

SECTION 4 – Evidence

Briefly identify the types of evidentiary materials (such as letters, receipts, deeds, photographs, etc.) submitted with this affidavit to the ARB for consideration. Evidentiary materials must be submitted with this form to complete this section.

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(cont'd)**

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SECTION 5 – Statement of Facts or Arguments

State all facts or arguments that may help resolve your case; you may attach additional pages if needed.

SECTION 6 – Statement of Intent Regarding Hearing Participation

For purposes of scheduling your hearing, you must indicate how you intend to participate in your ARB hearing. *(select only one box).*

I **do not** intend to appear at the hearing.

I intend to **appear in person** at the hearing and this affidavit may be used only if I do not appear at the hearing.

Please note: You may change your mind and appear in person at the ARB hearing. You do not waive the right to appear in person at the hearing by submitting this affidavit to the ARB. If you indicate that you intend NOT to appear at the hearing or you do not complete this section of the form the ARB is not required to consider the affidavit at the scheduled hearing time, and may consider the affidavit at a hearing designed for the specific purpose of processing affidavits.

SECTION 7 – Certification and Signature

State of _____

County of _____

Before me, the undersigned authority, personally appeared _____ (name of affiant), who, being by me duly sworn, deposed as follows:

1. My name is _____ (name of affiant). I am of sound mind, capable of making this affidavit, and personally acquainted with the facts stated in this affidavit as well as any materials attached to this affidavit. I am submitting and offering any materials as evidence or argument to the ARB for consideration at the protest hearing for the property described in Section 2 of this affidavit.
2. Any materials submitted with this affidavit as evidence were generated or collected by me or for me, and are the original or exact duplicates of the original.
3. Any materials I am submitting as evidence comprise a total of _____ pages or images and are described in Section 4 of this affidavit. I am attaching any materials in paper form or on a small portable electronic device (such as a CD, USB flash drive, or thumb drive) onto which images of the materials have been loaded as prescribed by the ARB's hearing procedures.
4. The facts contained in this affidavit are true and correct, and the information reflected in any evidentiary materials attached to this affidavit are true and correct.

Signed on this _____ day of _____, 20____.

Signature of Affiant

SWORN TO AND SUBSCRIBED before me on the _____ day of _____, 20____.

Notary Public Signature

Commission Expires: _____

Notary Public Printed Name