

Notice to Taxpayer (Tax Code Section 41.11)

Appraisal Review Board for the _____ County Appraisal District

Notice of Change in Appraisal Records

TO: _____ Date _____

_____ Re: _____

Dear _____

In Case No. _____, the appraisal review board (ARB) for _____ County Appraisal District ordered a change in the appraisal records that will increase your tax liability. The change was as follows: _____

You have the right to protest this action and have a hearing before the ARB. You must notify the ARB of your protest in writing. You can get a protest form from the _____ County Appraisal District office or write a letter to the ARB. The letter must include your name, a description of your property and the reason you are protesting or disagreeing with the change. You may wish to include the case number listed above.

DEADLINE: The deadline for mailing your protest or delivering it in person is 30 days from the date of delivery of this letter. If you miss the deadline for good cause, call the appraisal district office and ask whether the ARB has approved the appraisal records. The ARB will decide whether or not to hear your protest based on the reason you missed the deadline. Good cause is not defined in the Tax Code, but it is usually something not within your control (for example, a medical emergency).

You may send your written protest to the ARB, _____ County Appraisal District, _____. If you have any questions, please free to call the appraisal office at _____. All inquiries should refer to Case No. _____, which is the file number assigned to your case.

Sincerely

Secretary
Appraisal Review Board