

Subsequent Certification to Correct Appraisal Roll

Order to Correct Appraisal Roll After Certification

TO:

I, _____, chief appraiser for _____ County Appraisal District, certify the

following correction(s) of your appraisal roll for tax year _____.

[describe correction(s)]

This correction is made:

- Under my authority to correct a name or address, a determination of ownership, a description of property, multiple appraisals of a property, an erroneous denial or cancellation of any exemption authorized by Tax Code Section 11.13 if the applicant or recipient is age 65 or older or disabled or of an exemption authorized by Tax Code Section 11.13(q), 11.131 or 11.22 or a clerical error or other inaccuracy as prescribed by board rule that does not increase the amount of tax liability.
- Under my authority under Tax Code Section 1.111(e)(2) to enter an agreement with a property owner or the owner's agent.
- Following the appraisal review board's written order of _____, _____, under its authority to correct multiple appraisals and clerical errors that affect tax liability.
- Following the appraisal review board's written order of _____, _____, under its authority to correct the inclusion of property that does not exist in the form or at the location described on the appraisal roll.
- Following the appraisal review board's written order of _____, _____, under its authority to correct an error in which property is shown as owned by a person who did not own the property on Jan. 1 of that tax year.
- Following the appraisal review board's written order of _____, _____, under its authority to correct appraisal errors resulting in an appraised value that exceeds by more than one-third the correct appraised value.
- Following the appraisal review board's written order of _____, _____, under its authority to correct an incorrect appraised value based on a joint motion from the property owner and chief appraiser.
- Following the appraisal review board's written order of _____, _____, under its authority to determine protests based on failure to deliver notice.
- Following the appraisal review board's written order of _____, _____, under its authority to approve a late-filed exemption application.
- Following the appraisal review board's written order of _____, _____, under its authority to decide protests of the chief appraiser's determination that a change of use of agricultural land has occurred.

A copy of the appraisal review board's order or a copy of the agreement between the chief appraiser and a property owner or agent, as applicable, is attached.

**sign
here** 

Chief Appraiser_____
Date

Tax Code Section 25.25 allows the chief appraiser to correct the appraisal records after certification. He or she must certify each change within five days after it is entered to the assessor for each taxing unit affected by the change.