

# Appointment of Agent for Binding Arbitration

**GENERAL INFORMATION:** This form is for a property owner to use to authorize an individual other than attorney to take any action on the property owner's behalf relating to arbitration under Tax Code Chapter 41A. All applicable laws and rules should be carefully read including Tax Code Section 41A and Comptroller Rule 9.804.

**FILING INSTRUCTIONS:** This form and Comptroller Form AP-219, Request for Binding Arbitration, must be filed with the appraisal district office in the county in which the property is located. A separate set of these forms must be filed for each request for arbitration. Do not file these forms with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

## SECTION 1: Property Owner Information

Provide the property owner's name and contact information.

Owner's Name

Present Mailing Address (*number and street*)

City, Town or Post Office, State, ZIP Code

Phone (*area code and number*)

## SECTION 2: Property Information

Provide the following information for the property for which authority is granted to take action relating to arbitration.

Unless authority is being granted for arbitration of contiguous tracts of land pursuant to Tax Code Section 41A.03(a-1), a separate form must be submitted for each property being submitted to arbitration. If you are granting authority for arbitration of contiguous tracts of land pursuant to Tax Code Section 41A.03(a-1) by way of this Appointment of Agent for Binding Arbitration, you must identify all such contiguous tracts of land.

Appraisal District Account Number

Legal Description

**If applicable, identify contiguous tracts of land you own for which authority for arbitration is granted pursuant to Tax Code 41A.03(a-1):**

Appraisal District Account Number

Legal Description

Appraisal District Account Number

Legal Description

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Legal Description

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Legal Description

**If you have additional contiguous tracts of land for which authority for arbitration is granted, attach additional sheets providing the appraisal district account number and legal description for each property. Identify here the number of additional sheets attached:** \_\_\_\_\_

SECTION 3: Agent Information

Provide the following information regarding the agent authorized to take action relating to arbitration.

Is the agent on the Comptroller's arbitrator registry? . . . . .  Yes  No

Agent's Name (Note: The agent named must be an individual. An authorization identifying a business entity is not valid.)

Agent's License or Certificate Number

Licensing Board Pertaining to the License or Certificate

Agent's Social Security Number, Federal Tax Identification Number or Texas State Tax Identification Number (Note: This information is required if the agent is authorized by this appointment to receive deposit refunds.)

SECTION 4: Agent Authority

Provide the information below regarding the agent's authority to take action relating to arbitration. A separate form must be submitted for each arbitration requested.

The agent identified above is granted authorization to:

- Sign the request for binding arbitration for the above-described property
- Receive deposit refunds (If you select this option, all correspondence from the Comptroller's office regarding the arbitration will be sent to the agent and the authorization must include the agent's social security number, federal tax identification number or Texas state tax identification number.)

SECTION 5: Agent Representation at the Hearing

The agent identified in section 3 will also be the agent representing the property owner at the binding arbitration hearing . . . . .  Yes  No

If the answer above is no, please complete the following information for the agent representing the property owner at the binding arbitration hearing:

Agent's Name

Agent's License Number

Licensing Board Pertaining to the License or Certificate

SECTION 6: Signature and Date

sign here →

Signature of Property Owner

Date

print here →

Print Name

Phone (area code and number)

If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or a state jail felony under Penal Code Section 37.10.