

Note to Chief Appraisers: This is a sample press release you may use as a template if you send out press releases to your local news media to alert taxpayers regarding important property tax information. Please feel free to localize the sample release by adding contact information for your appraisal district office, specific instructions that apply to taxpayers in your appraisal district or any other helpful information.

For Immediate Release

Date

Website Provides Information on Property Tax Rates

Property owners in (NAME) county will soon receive a postcard directing them to (WEBSITE URL). This is the official website on which property owners can easily access information regarding property taxes, including the amount of taxes that each entity that taxes a property will impose if the entity adopts its proposed tax rate. Property owners may also visit Texas.gov/PropertyTaxes to find a link to their local property tax website.

Taxing units regularly update this website during August and September as local elected officials propose and adopt the property tax rates that will determine how much you pay in property taxes.

The website allows property owners to provide feedback on the tax rate process and provides the following property-specific information for each taxing unit authorized to levy a tax on the property, including:

- property values;
- proposed tax rates;
- an estimate of property taxes that would be imposed under the proposed rates;
- dates and locations of public hearings on the tax rates; and
- other useful information on taxing unit budgets, revenue and rate calculations.

Continue to check the website for updates throughout the tax rate adoption process in August and September.

Contact (NAME) Appraisal District at (INSERT CAD CONTACT INFORMATION) with questions regarding this website.