

SAMPLE HOUSE BILL 201 LETTER

Chief Appraiser
(Your) County Appraisal District
123 Actual Street
(Your City), TX Zip

Re: House Bill 201 request for the property located at 123 Main Street, (Acct/ID# 12345)

Dear Sir/Ma:

In accordance with section 41.461 of the Texas Property Tax Code, please provide a copy of the data, schedules, formulas, comparables and all other information that the chief appraiser plans to introduce at the hearing to establish the value of the property listed above.

It is my understanding that information, "not made available to the protesting party at least 14 days prior to the scheduled or postponed hearing may not be used as evidence in the hearing," according to 41.67d of the Texas property Tax Code.

Please forward the information to (your mailing address), or notify me when a copy of the information referenced above is available. I can be reached at the following number (123) 222-1111.

Regards,

(Your Name)
Property Owner

*** Please delete before sending.**

NOTE , appraisal districts are allowed to charge a reasonable fee for producing copies of the information requested, not to exceed a maximum of \$15.00 for residential, or \$25.00 for commercial properties. Most districts charge less then these maximum amounts.