**Erath CAD ARB**

**Complaint Procedures**

The Board of Directors of the Erath County Appraisal District have authority over the Appraisal Review Board Members. The Appraisal Review Board Members are appointed by the Board of Directors.

**Filing a Complaint**

To file a complaint regarding the ARB, please notify the Board in writing by regular first class mail:

Chairman of the Board

Erath County Appraisal District Board of Directors

1195 W South Loop

Stephenville, TX 76401

Only written complaints will be accepted.

When you file a complaint, please include the following information:

* Your name, address and telephone number
* Your email address, if you would like to be contacted via email
* The name of the person or persons about whom you are complaining
* The date, if applicable, of the incident about which you are complaining
* The exact nature of the complaint

The complaint will be addressed at the next regularly scheduled meeting of the Board of Directors meeting. You will receive notification of the board’s determination of the matter either by mail or via email.