

STATE OF TEXAS
COUNTY OF PARKER

AFFIDAVIT OF SWORN TESTIMONY

I do solemnly swear or affirm that the testimony I shall present to the Parker County Appraisal Review Board is true and correct.

X

AFFIANT SIGNATURE (OWNER/AGENT)

X

2ND AFFIANT SIGNATURE (OWNER/AGENT)

X

3RD AFFIANT SIGNATURE (OWNER/AGENT)

X

4TH AFFIANT SIGNATURE (OWNER/AGENT)

SUBSCRIBED AND SWORN to, before me this the

X

ARB CHAIRPERSON

PTD CODE:		ISD CODE:		CHECK IN TIME:						
PROP DESC:				RECORDING ACCT:						
SITUS:				OWNER OPINION:						
OWNER:				MOTION:						
AGENT:				SECOND:						
MAILING:				DETERMINATION:						
LAND VALUE:		SCHEDULED TIME:		ARB VALUE:						
IMPR VALUE:		SCHEDULED DATE:		NOTES:						
MARKET VALUE:		HEARING TYPE:								
REASON(S) FOR PROTEST:				CC	DB	JC	JY	MJ	RM	TL
				CH	EW	JH	KP	RD	SB	
				COR	GM	JK	KW	RF	SM	
				CAR	HF	JL	MH	RJ	SW	

PROPERTY ID:

APPRAISER WORKSHEET

PROTEST YEAR:

PTD CODE:		ISD CODE:		CHECK IN TIME:						
PROP DESC:				RECORDING ACCT:						
SITUS:				OWNER OPINION:						
OWNER:				MOTION:						
AGENT:				SECOND:						
MAILING:				DETERMINATION:						
LAND VALUE:		SCHEDULED TIME:		ARB VALUE:						
IMPR VALUE:		SCHEDULED DATE:		NOTES:						
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REASON(S) FOR PROTEST:				CC	DB	JC	JY	MJ	RM	TL
				CH	EW	JH	KP	RD	SB	
				COR	GM	JK	KW	RF	SM	
				CAR	HF	JL	MH	RJ	SW	

STATE OF TEXAS**COUNTY OF PARKER****AFFIDAVIT FOR PROTEST HEARING**

In accordance with Texas Property Tax Code Section 41.66(f), I have not communicated with another person concerning: (1) the evidence, argument, facts, merits, or any other matters related to an owner's protest, except during the hearing on the protest; or (2) a property that is the subject of the protest, except during a hearing on another protest or other proceeding before the board at which the property is compared to other property or used in a sample of properties.

X_____
AFFIANT SIGNATURE (ARB MEMBER)**X**_____
2ND AFFIANT SIGNATURE (ARB MEMBER)**X**_____
3RD AFFIANT SIGNATURE (ARB MEMBER)**X**_____
4TH AFFIANT SIGNATURE (ARB MEMBER)**SUBSCRIBED AND SWORN to, before me this the****X**_____
APPRAISAL DISTRICT REPRESENTATIVE

State law prescribes the procedures that a panel of ARB members follow when conducting a hearing. There are twenty steps. Several of the preliminary steps are statements that the panel chairman makes. They provide information for the property owner's benefit, but they also use valuable time. Some property owners choose to have the preliminary steps covered in writing. That leaves more time for the parties to explain their positions to the panel.

The preliminary steps are:

- The Panel Chair reads this announcement: *We are the appraisal review board panel that will hear your protest today. We are not employees of the appraisal district. We are appointed to perform an independent review of your protest. You can complete a survey regarding your experience today and those instructions are provided on the Recommendation Sheet, that you will receive at the end of the hearing today. The survey is voluntary. You also have the right to appeal our decision. We will provide the appeal information to you with our determination.*
- The panel establishes that the parties have exchanged copies of their evidence. You must present copies of all your evidence including documents, photographs, charts, tables, spreadsheets, etc. to the Appraisal District's representative and the Panel Chair before the hearing begins. All material preserved on a portable device that you intend to offer to the panel at the hearing must be uploaded or scanned in prior to the hearing.
- The chairman explains that the ARB members have not had any improper communications with anyone about your protest and that they have signed an affidavit to that effect. You may request a copy of the affidavit for your records.
- The chairman reminds every one of the time limit for the hearing, which is approximately 15 minutes for each property involved. Each side should focus on the most important points first. Then, the panel will deliberate and make its decisions. The panel will follow its hearing procedures incorporating the Model Hearing Procedures from the State Comptroller. A copy was sent to you along with the notice of this hearing.
 - You must leave hard copies of all evidence for the official hearing record.
 - Please silence your cell phone.
- If you are an appraiser licensed or certified by the Texas Appraiser Licensing and Certification Board, you must tell the panel and specify whether you are testifying in your capacity as an appraiser.
- The chairman explains that all testimony must be given under oath.

With your consent, these steps will be covered by this document, and the panel will not repeat them verbally during the hearing. The panel will ask whether you would like to present your case first or have the Appraisal District present its case first.

Acknowledgement and Waiver

I am aware of the hearing steps set out in the State Comptroller's Model Hearing Procedures and incorporated into the ARB's hearing procedures. I agree that the steps set out above are adequately covered by the information presented in this document. I waive the right to have the ARB panel perform them verbally during my hearing.

Property Owner / Agent

PCAD Appraiser

Date

Date