



Harris Central Appraisal District  
 P. O. Box 924425  
 Houston, Texas 77292-9982  
 (713) 812-5800

Form 37A (07/2023)

## Property Owner's Affidavit of Evidence to the Appraisal Review Board

**Account Number:**

**Tax Year:**

**Instructions:** If you are unable to appear in person, or you appear by telephone, at your scheduled protest hearing before the appraisal review board (ARB), you may offer evidence or argument by affidavit. You do not waive the right to appear in person at the protest hearing by submitting an affidavit to the ARB. However, the ARB may consider the affidavit only if you do not appear at the protest hearing in person, or if you appear by telephone. You must deliver the evidence or argument and an original affidavit to the ARB before your scheduled protest hearing. You must attest to this affidavit and evidence before an officer authorized to administer oaths (such as a notary public). You are not required to use this form. You may submit a sworn affidavit by letter or other form, but it must contain the protesting property owner's name, description of the property under protest, and the evidence or argument. Only original affidavits filed with HCAD or the ARB are considered valid.

**Part 1 - Description of Owner and Property**

Property Owner's Name

Property Owner's Mailing Address

City, Town or Post Office, State, ZIP Code

Property's Legal Description

Appraisal District Account Number *(optional)*

Type of Property Subject to Protest

Manufactured Housing *(give make, model, or identification number)*

**Part 2 - Action or Decision Being Protested**

- |  |  |
|--|--|
| <input type="checkbox"/> Value is over market value.<br><input type="checkbox"/> Value is unequal compared with other properties.<br><input type="checkbox"/> Exemption denied, modified, or cancelled.<br><input type="checkbox"/> Ag-use, open-space, or other special appraisal was denied, modified, or cancelled.<br><input type="checkbox"/> Change in use of land appraised as ag-use, open space, or timber land.<br><input type="checkbox"/> Owner's name is incorrect. | <input type="checkbox"/> Property should not be taxed in _____<br><span style="text-align: center;"><i>(name of taxing unit)</i></span><br><input type="checkbox"/> Property should not be taxed in this appraisal district or in one or more taxing units.<br><input type="checkbox"/> Failure to send required notice.<br><input type="checkbox"/> Property description is incorrect.<br><input type="checkbox"/> Other: _____ |
|--|--|

**Part 3 - Evidence**

Please list all evidence attached and describe briefly its contents.

# _____	Description _____	Pages _____
# _____	Description _____	Pages _____
# _____	Description _____	Pages _____
# _____	Description _____	Pages _____

**Part 4 - Statement of Owner**

Give any other statement or facts that may help resolve your case.

**Part 5 - Statement of Intent Regarding Appearance at Protest Hearing**

**NOTE:** For purposes of scheduling your hearing, you must state in this affidavit that you do not intend to appear at the hearing or that you intend to appear at the hearing in person or by telephone conference and that the affidavit may be used during your appearance by telephone or you do not appear at the hearing in person. If you appear by telephone conference call, you must offer all evidence by affidavit.\* If you fail to state whether you intend to appear at the hearing in person or by telephone, the ARB shall consider the submission of the affidavit as an indication that you do not intend to appear at the hearing. If you state that you do not intend to appear at the hearing, if you do not state whether you intend appear at the hearing, or if you fail to appear by telephone for the designated hearing, the ARB is not required to consider the affidavit at the scheduled hearing and may consider the affidavit at a hearing designated for the specific purpose of processing affidavits.

Please choose one of the following:

- I do not intend to appear at the hearing.
- I intend to appear at the hearing and this affidavit may be used only if I do not appear at the hearing.
- I intend to appear at the hearing by telephone and this affidavit may be used during the scheduled hearing. (Telephone conference must be requested at least 10 days before the hearing.\*)

\* If you decide to submit an affidavit and also appear by telephone conference call: 1) You must provide written notice to the appraisal review board at least 10 days before the hearing; 2) You must submit your evidence with an original written affidavit delivered to the ARB before the hearing; 3) You will not be allowed to offer any evidence (including testimony) that was not included with this affidavit; and 4) You are responsible for providing access to the call to any person(s) you wish to invite to participate in the telephone conference call.

**Part 6 - Read, Sign and Date**

State of \_\_\_\_\_

County of \_\_\_\_\_

I, (name of person making affidavit) \_\_\_\_\_ being first duly placed under oath by the undersigned official authorized to administer oaths under the laws of this state, do solemnly swear that the information herein and attached is true and correct.

\_\_\_\_\_  
Signature and Title of Property Owner  
(must be signed before notary public or officer.)

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public Printed Name