

Appointment of Agent for Residential Property

INSTRUCTIONS: In some cases you may want to contact your appraisal district or other local taxing units for free information and/or forms concerning your case before designating an agent. You can use this form to (1) name a tax agent to represent you on property tax matters; or (2) direct that tax notices be mailed to a person you name. Read the instructions carefully. This form will be in effect until you file another form with the appraisal district that revokes it or until you file a form that names a different agent.

Step 1: Owner's Name and Address

Property Owner's Name

Mailing Address

City, State, ZIP +4

Daytime Telephone Number (area code and number)

Step 2: Describe the Property

- All property listed for this owner at the above address.
- The property described on the attached list.
- The following property (give account number or legal description).

Continue on additional pages if needed

Step 3: Specify the Agent's Authority for Property Tax Matters

(skip to Step 6 if you only want to change tax notice mailing) →

- General Power to Represent me in tax matters.
- Specific Powers - the agent has only those powers checked below:
 - File notices of protest and present protests before Appraisal Review Board
 - Receive confidential information
 - Negotiate and resolve disputed tax matters
 - Other action (specify)

Step 4: Name the Agent for Property Tax Matters

Agent's Name Tyrone Hamilton	HCAD Agent Code
Present Mailing Address 4002 Ebbtide Dr	Texas Agent License No. 0422040
City, State, ZIP +4 Houston, TX, 77045	Telephone (area code and number) 713-748-3502

Step 5: Date the agent's authority ends _____ Date

If you do not fill in a date, the agent's authority will continue indefinitely. You must file a statement revoking this form or designate a new agent to end the agent's authority.

Complete Steps 6 - 9 if you want tax notices mailed to an agent. Skip to Step 10 if you do not want to change tax notice mailing.

Step 6: Check if you want property tax notices mailed to an agent

- I want my agent to receive all my property tax notices and other communications for this property, including appraisal notices, Appraisal Review Board Orders, hearing notices, tax bills and collection notices.
- I want my agent to receive only the following:
 - All communications from the chief appraiser
 - All orders, notices, and other communications from the ARB
 - All tax bills and notices from all taxing entities served by the appraisal district

Notes: These notices can affect your legal rights. The affected offices are not required by law to send you duplicate copies.

Step 7: Describe the property for which tax notices will be mailed

Note: The change of mailing address only affects properties you identify and notices generated after the date you file the list identifying the property with the appraisal district

- The following property (give account number or legal)
- My agent will provide a list. Continue on additional pages if needed

Step 8: Name the person who will get the notices

Name of person or firm Tyrone Hamilton	
Present Mailing Address 4002 Ebbtide Dr	Texas Agent License No. 0422040
City, State, ZIP +4 Houston, TX, 77045	Telephone (area code and number) 713-748-3502

Step 9: Date the change of mailing ends _____ Date

If you do not fill in a date, tax notices will continue to be mailed to your agent indefinitely. You must file a statement revoking this form or designate a new agent to end the agent's authority.

Step 10: Sign the form. This form must be signed by the property owner; a person the owner has specifically authorized to name tax agents; or by a corporate officer (if the owner is a corporation). A property manager or other agent should attach a copy of the document authorizing the person to designate tax agents.

Signature	Date the designation took effect
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Title and firm name if not the property owner