

Follow these steps to file your protest using TCAD's online portal. You will need the PIN number found on your Notice of Appraised Value.

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Login to your account
at traviscad.org/portal

Click the protest icon on your home screen. Then click the “Protest Property” item under the property’s action menu.

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The diagram illustrates a three-step process to create a protest. At the top, a person is shown using a laptop with a 'FILE' button. Below this, a horizontal timeline with four numbered steps is shown. Step 1 is 'Enter E-FILE PIN', Step 2 is 'Create a Protest', Step 3 is 'Protest Filed', and Step 4 is 'Add Evidence (optional)'. The first three steps are highlighted with a light blue background, and the first two steps are connected by a line.

CREATE A PROTEST

- 1 Enter E-FILE PIN
- 2 Create a Protest
- 3 Protest Filed
- 4 Add Evidence (optional)

Please enter in your Property ID and E-File PIN to add a property and initiate a new protest.

TYPE IN PROPERTY ID

32

[Where can I find my Property ID?](#)

TYPE IN E-FILE PIN

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[Where can I find my E-File PIN?](#)

ADD PROPERTY AND INITIATE A NEW PROTEST

Enter your Property ID and PIN number to create your protest.

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graph LR
    S1[SECTION 1: A PROPERTY OWNER AND PROPERTY DESCRIPTION] --> S4[SECTION 4: ADDITIONAL FACTS]
    S4 --> S61[SECTION 6.1: HEARING INFORMATION]
    S61 --> S7[SECTION 7: AWARENESS AND PROCEDURES]
    S7 --> S8[SUBMIT PREQUEST]
  
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SECTION 1: A PROPERTY OWNER AND PROPERTY DESCRIPTION

PROPERTY SELECTED

Let's View Video \$475.00
 This Year Video \$485.00

REASON

☒ 01 (PREFERRED VALUE EXCEEDS MARKET)

☐ 02 (SELECT EQUIVALENT/OTHER ATYPICALS)

☐ 03 (PREFERRED VALUE EXCEEDS MARKET)

☐ 04 (VALUABLE REPAIRS/OTHER DAMAGES)

☐ 05 (ORIGINAL BUILDING/OTHER DAMAGES)

☐ 06 (PROPERTY DESCRIPTION IS INCOMPLETE)

☐ 07 (NO VIDEO IS AVAILABLE)

☐ 08 (NO CAD AVAILABLE/OTHER ACTIONS)

☐ 101 (Other/None)

What is your opinion of your property's value?

SECTION 4: ADDITIONAL FACTS

COMMENTS (OPTIONAL)

Please insert any comments you have regarding your property's value. You will have the opportunity to attach documents and evidence in the final step.

SECTION 6.1: HEARING INFORMATION

HEARING TYPE

☒ Required CAD Evidence

☐ Are you Over 18, Domiciled, or Active Military?

SECTION 7: AWARENESS AND PROCEDURES

ARE HEARING NOTICE AND PROCEDURES?

SUBMIT PREQUEST

**Preset number (add an asterisk) are required to be answered*

Complete the form to describe why you believe your value is incorrect.

The diagram illustrates the process of creating a protest through four sequential steps:

- 1 Enter E-LEPN
- 2 Create a Protest
- 3 Protest Filed
- 4 Add Evidence (optional)

A sidebar on the left contains three icons: a document for 'Online Forms', a protest sign for 'Protest', and a person for 'Profile Maintenance'.

A confirmation box displays the message: 'YOUR PROTEST HAS BEEN FILED.' accompanied by a large green checkmark. To the right of the checkmark, the following information is listed:

- Protest ID: [Redacted]
- Property ID: [Redacted]
- Owner Name: [Redacted]
- Property Address: [Redacted]

Below the diagram, a text box states: 'You will be able to make changes to this protest record up until the date of the hearing, however, it is best to record your comments and upload your evidence as soon as possible to allow for our appraisers to review this information.'

Two buttons at the bottom offer further actions: 'ADD EVIDENCE NOW' and 'ADD EVIDENCE LATER'.

Your protest is filed.
You may submit your
evidence now or at a
later time.

