

How to File for Agricultural Appraisal

1. Obtain an application form at your local appraisal district office.
2. Fill it out completely and return it to the appraisal district office after Jan. 1 but no later than April 30. Remember that falsifying statements on your application is a criminal offense.
3. If you need more time to complete your application form, submit a written request to the chief appraiser before the April 30 deadline. The chief appraiser can grant up to 60 extra days if you have a good reason for needing extra time.
4. If you miss the April 30 deadline, you may file an application any time before the appraisal review board approves the appraisal records, which usually occurs on or about July 20. You will be charged a penalty for late filing equal to 10 percent of the tax savings you obtained through receiving agricultural appraisal for your land. After the appraisal review board approves the records, you can no longer apply for agricultural appraisal for that year.
5. If the chief appraiser asks you for more information, you will have at least 30 days to reply. You may ask for more time not to exceed 15 days but you must have a good reason. If you do not reply, the chief appraiser must deny your application.
6. If the chief appraiser denies or modifies your request for agricultural appraisal, he or she must notify you in writing within five days. This notice must explain how you can protest to the appraisal review board. This notice must be sent by certified mail.
7. Once you receive agricultural appraisal, you do not have to apply again in succeeding years unless your qualifications change.
8. The chief appraiser may request a new application from time to time, to verify that you still meet the qualifications. If you receive a notice to reapply, be sure to do so. If you do not respond, you will lose your eligibility.
9. If you become the owner of land that is already qualified, you must reapply in your own name by April 30. If you do not, you will lose eligibility. You must notify the appraisal district in writing by April 30 if your land's eligibility changes. Failure to do so will result in a penalty charge.