

PAYMENT UNDER PROTEST APPLICATION

(Excluding Illegal Levy)

(K.S.A. 79-2005)

APPLICANT:

Applicant Name (Owner of Record)

Applicant Mailing Address (Street or Box No)

City State Zip

Applicant Phone #

Applicant Email:

- ATTORNEY
REPRESENTATIVE: (If applicable) *

* Note: If you are represented by an attorney or other individual, you must provide an Entry of Appearance or a current Declaration of Representative Form.

Atty/Rep Name Title

Address (Street or Box No.)

City State Zip

Atty/Rep Phone #:

Atty/Rep E-mail:

Taxing County:

Year/Years at Issue:

Property at Issue:

Real Property: Property Situs Address, City:

Personal Property---Description:

Parcel ID # or Personal Property ID#:

Please list any special accommodation requests:

(For Official Use Only)

Payment Under Protest Hearing Options

(check one)

TELEPHONE CONFERENCE

The Appraiser's Office will call you on the hearing date. Please provide telephone number below.

Phone #:

VIRTUAL CONFERENCE

Information to connect to the meeting will be provided in a notice of hearing letter along with the date and time. Please provide email below.

Email:

EVIDENTIARY APPEAL

This appeal type is based upon evidence only. No contact with the Appraiser's Office will be needed. Evidence must be submitted in one submission before the scheduled hearing. Submittal of documentation can be in person or online and instructions will be provided in the notice of hearing.

IN PERSON

Due to on-going COVID-19 health advisements, in person hearings may be limited on availability.

GENERAL INSTRUCTIONS FOR FILING A PAYMENT UNDER PROTEST
(Excluding Illegal Levy)

1. You may protest your taxes only if you did not file an equalization appeal on the valuation of the same property for the same tax year. If you have protested your first half payment of taxes, you may not protest your second half payment.
2. Complete the tax protest form and **FILE A COPY WITH THE COUNTY TREASURER'S OFFICE ON OR BEFORE DECEMBER 20.** (If at least one-half (1/2) of the taxes are paid by an escrow agent, a protest of the taxes must be filed no later than the following January 31.) If taxes are paid after these deadlines, any protest of the taxes must be filed at the time the taxes are paid.
3. The County Appraiser will contact you to schedule an informal meeting with that office.
4. When you receive notification of the results of the informal hearing, if you disagree with those results, you have 30 days from the mailing date of that notification within which to file an appeal with the Small Claims and Expedited Hearing Division or the Regular Division of the State Board of Tax Appeals. The county will include a form and filing instructions for filing to the State Board of Tax Appeals with your notification of hearing results.