



# Dallas Central Appraisal District

## Excerpt from Protest Process

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### 4. What is uFile?

uFile is an online system to filing property owner protests and handling disputes over a property's value. In the traditional system, you file your protest by mail or in person, wait to be scheduled for a formal protest hearing or you visit the Appraisal District offices and speak with an appraiser prior to that scheduled formal hearing. Protests can be settled at the informal meeting with an appraiser. If the protest is not settled, you can appear before the Appraisal Review Board of Dallas County at your scheduled hearing. In the uFile system, you file your protest online. You get an immediate confirmation that your protest has been filed.

### 5. When can I file my protest using uFile?

Beginning on May 1<sup>st</sup> and on or before May 31<sup>st</sup>, you may file your protest online using the uFile Online Protest Program for 2017 for residential and commercial properties. You may begin filing online protests for business personal property beginning on May 16, 2017.

### 6. How can I file my protest using uFile?

Beginning on May 1<sup>st</sup>, to file your protest using the uFile system on the Dallas Central Appraisal District's website ([www.dallascad.org](http://www.dallascad.org)), you simply search for your property using the Search Appraisal function in the Navigation Links box to the left of the screen (<http://www.dallascad.org/SearchOwner.aspx>). You may search by Owner Name, Address or Account Number. Once you are on the details page of your property, simply click on the "Online Protest" link and it will take you through the steps to file your protest online. The Online Protest link is beneath DCAD Property Map link and above the Print Homestead Exemption Form link. You may also request your individual **PIN #** through this system for easy access. This can be done when utilizing the Online Protest Program, uFile. **If you file a protest online under the Online Protest Program, uFile, please do not file a manual or duplicate protest on the property account. The ARB will accept uFile protests online but will not accept other protests by facsimile or e-mail.**

Please remember that the deadline to protest residential and commercial properties is on or before **May 31, 2017**, and business personal property is on or before **June 15, 2017**, whether filing online, via US Mail, or by personal hand delivery.

This file is an excerpt of information contained in PROTEST PROCESS in the Navigation Links of the Dallas CAD Website.