

Return Completed Application To:  
 Galveston Central Appraisal District  
 9850 Emmett F. Lowry Expressway  
 Suite A101  
 Texas City, TX 77591

# APPLICATION FOR APPOINTMENT TO THE GALVESTON APPRAISAL REVIEW BOARD

**Read and answer each question carefully. Your answers will be used to determine your eligibility for appointment and qualifications for service on the board.**

## 1. Applicant Information

Name (Last First, Middle Initial)

Telephone Number (area code and number)  
 Daytime (    )

Evening(    )

Cell (    )

Current Mailing Address (number, street or P.O. Box)

(Primary Residence) Street Address if different  
 from above

E-mail Address

City

State

Zip Code

Social Security Number

Texas Drivers License Number

## 2. Service Required

Appraisal Review Board hearings normally begin in May and conclude on or before the end of October. You may be required to work eight (8) hours per day, five or six days a week, for an extended period of time. The average time period is eighty-five (85) to ninety (90) days during May, June, July, August, September and October (some Saturdays required). Regular board meetings as well as supplemental hearings will normally be held monthly during the remainder of the year. If you have commitments during the months of June, July, August, and September that may interfere with your service, please indicate below:

A person who has served for all or part of three consecutive terms as a board member on an appraisal review board is ineligible to serve on the appraisal review board during a term that begins on the next January 1 following the third of those consecutive terms.

Once appointed, would you be willing to resign your position as an Appraisal Review Board Member if you discover that, due to business or other commitments, you would no longer be able to serve the days required during the ARB hearing process?

Yes  No  If no, please explain \_\_\_\_\_

## 3. Education and Training

Name of School, City, State (High school and college)	Dates Attended Mo./Yr. to Mo./Yr.	Major / Minor	Semester Hours Earned	Type of Diploma or Degree Awarded

List any other training, qualities, or attributes you consider relevant, including offices held, awards, honors, professional memberships, licenses, etc.

**4. Employment History (Past 10 Years)**

Present/Most Recent Employer	Position
Address	Dates Employed (From mo./yr. to mo./yr.)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised Directly                      Indirectly	Reason for Leaving

Summary of Duties

Present/Most Recent Employer	Position
Address	Dates Employed (From mo./yr. to mo./yr.)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised Directly                      Indirectly	Reason for Leaving

Summary of Duties

Present/Most Recent Employer	Position
Address	Dates Employed (From mo./yr. to mo./yr.)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised Directly                      Indirectly	Reason for Leaving

Summary of Duties

**5. Eligibility and Conflict of Interest Disclosure**

**In order to ensure that ARB members are impartial, the law puts a number of limits on who can serve as ARB members. Your answers to these questions will determine whether you are legally eligible to serve on the ARB. For the purposes of these questions:**

- A "local government" is a governmental entity that levies property taxes, such as a county, city, school district, junior college, hospital district, municipal utility district, or other special district.
- "Appraisal district" refers to the Galveston Appraisal District and to any other appraisal district in the state of Texas.
- "Governing body" means the group of officials that oversee a local government, such as a city council, county commissioners' court, school board of trustees, or board of directors.
- "Officer" means holding an elective or appointive office for a local government, such as governing body member, chief executive officer, judge, tax assessor, business manager, superintendent, etc., and includes an election judge, alternate election judge, and election clerk who serve in conducting a general election.
- "Part-time employee" includes a substitute teacher. "Contract" means an agreement of any sort.
- "Substantial interest" means combined ownership by you and your spouse of at least 10% of the voting stock or shares of a business entity, or that you or your spouse is a partner, limited partner, or officer of the business entity.

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**Check “Yes” or “No”. If you are not sure, write “not sure”.**

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1. Do you reside in Galveston County? \_\_\_\_\_ 1. Yes  No
2. Have you resided in Galveston County for at least two years? \_\_\_\_\_ 2. Yes  No
3. Are you currently a member of the governing body or an officer of a local government or an appraisal district? \_\_\_\_\_ 3. Yes  No
4. Are you currently employed, either full or part-time, by a local government or an appraisal district? \_\_\_\_\_ 4. Yes  No
5. Are you *currently* employed, either full or part-time, by the Texas Comptroller of Public Accounts? \_\_\_\_\_ 5. Yes  No
6. Are you a former employee or member of the Board of Directors of the Galveston Appraisal District? \_\_\_\_\_ 6. Yes  No
7. Are you a former member of the governing body or officer of a local government served by the Galveston Appraisal District, and you left the office within the last four years? (Check "No" if you have been out of office more than 4 years). \_\_\_\_\_ 7. Yes  No
8. Are you *currently* a member of the Appraisal Review Board of another appraisal district? \_\_\_\_\_ 8. Yes  No
9. Is anyone who is related to you by blood or marriage employed by the Galveston Appraisal District? \_\_\_\_\_ 9. Yes  No   
9a. If “Yes”, give name and relationship \_\_\_\_\_
10. Do you have a spouse, parent, child, son-in-law, daughter-in-law, grandparent, grandchild, spouse of a grandchild, or brother or sister, spouse of a brother or sister, step-child, step-parent, father-in-law, mother-in-law, or a brother or sister of your spouse who:
  - a. Is a member of the Board of Directors or an officer of the Galveston Appraisal District? \_\_\_\_\_ 10a. Yes  No
  - b. Does business in the Galveston Appraisal District as a paid property tax consultant? \_\_\_\_\_ 10b. Yes  No
  - c. Performs appraisals for use in the property tax proceedings in the Galveston Appraisal District? \_\_\_\_\_ 10c. Yes  No
11. Have you previously served all or part of three consecutive terms as a member of the Galveston County Appraisal Review Board with the third term ending in the current year? \_\_\_\_\_ 11. Yes  No
12. Have you in the past two years appeared before the Galveston Appraisal Review Board for compensation (i.e., as a tax consultant, accountant, appraiser, or representative of a property owner)? \_\_\_\_\_ 12. Yes  No
13. Do you or your spouse have a contract with a local government or an appraisal district? \_\_\_\_\_ 13. Yes  No
14. Does a business in which you or your spouse own a substantial interest have a contract with a local government or an appraisal district? \_\_\_\_\_ 14. Yes  No
15. Are you presently under a criminal charge or indictment or have previously been convicted of a felony or a misdemeanor involving moral turpitude? \_\_\_\_\_ 15. Yes  No   
15a. If “Yes”, explain: \_\_\_\_\_
16. Are you a U. S. citizen? \_\_\_\_\_ 16. Yes  No   
16a. If you answered “No” to Question 16, are you eligible to be employed under visa or entry permit? \_\_\_\_\_ 17. Yes  No

**An answer of “No” to questions 1, 2, or 16a or an answer of “Yes” to questions 3-15 indicates that you are not legally eligible to serve on the Appraisal Review Board.**

**6. Delinquent Taxes**

In the space below, please list all properties on which you currently own in whole or part. Include both real property and business personal property. Include community property and property owned by partnerships or sole proprietorships. Please give the appraisal district account number or the location address (and business name, if applicable) of the property, the years for which taxes are owed, and the taxing entities to which the taxes are owed.

17. Are taxes delinquent on any of these properties? \_\_\_\_\_ 17. Yes  No

Account Number	Location Address	Owner or Business Name	Years for which taxes are owed (if applicable)	Entities to which taxes are owed (if applicable)

Please attach separate list if additional room is necessary.

**7. Why Do You Want To Serve?**

Briefly state why you should be considered for appointment to the Appraisal Review Board.

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**8. Signature and Affirmation**

I have read this application carefully. The information I have given in it is true and correct. I understand that omitting or misrepresenting information could result in failure to consider this application. I also understand that it is a criminal violation to make a false statement on this application.

Signature and affirmation of person preparing this application:

I affirm that the information contained in this application and all attachments, if any, is accurate and authorize the Galveston Appraisal Review Board or its representative to verify the statements I have made. The amount paid as a daily rate will be set at the beginning of each year. I am aware and agree that I will be an independent contractor and not an employee of Galveston Appraisal District.

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Printed Name \_\_\_\_\_ Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_