

# Instructions

TaxDetective makes it easy for you to lower your property tax. All you have to do is complete the *fillable* two forms on pages 2 and 3, sign and date them, and return them to us. We will do everything else for you.



Using TaxDetective is easy; just complete the *fillable* two forms on pages 2 and 3 and return them to us. We will do the rest and keep you informed during the process.

## **Once you've completed the *fillable* two forms, please send them to us:**

Attach them to your email and send them to: [support@taxdetective.com](mailto:support@taxdetective.com), or

Fax them to: 520.829.9557 or

Mail them to: TaxDetective, PO Box 89643, Tucson, AZ 85752-9643.

## **Frequently asked questions**

***Do you need a copy of my Notice of Valuation that I received from the Assessor?*** No, we already have that information. We only need your two forms. An exception is if you have had a recent appraisal of the property, please fax or email this to us.

***May I appeal more than one property?*** Yes! It is best to appeal all of the real properties that you own. You may use one set of forms for all properties providing they are all in Arizona. For properties in other states, return to the Home Page and choose the other state.

***May I appeal non-residential properties?*** Yes! We welcome all types of real properties.

***Are there up-front fees?*** Generally no. Tax Detective's business is lowering property taxes. We do not charge up-front fees on residential properties having a valuation of \$400,000 or more. For lower valued properties, sometimes we need to charge an up-front fee in order to file the appeal. After receiving your two completed forms, we will determine whether an up-front fee is necessary and if so, we will then contact you by email.

***May I appeal properties in other states?*** Yes! Please return to the Home Page and choose "For Other States: Appeal Now!"

***Are there filing deadlines?*** Yes. There is only a 60 day "window of opportunity" in Arizona. The filing deadlines vary depending on the county in which your property is. See <http://taxdetective.com/pdf/assessaz.pdf> for further information. A late fee is usually charged if all the requested materials are not sent to TaxDetective by the deadline.

Further questions and answers can be found on our website, <http://taxdetective.com/faq-arizona.html>

Please check the website first. If you do not find your answer, please contact us either by email, fax, or phone. Our contact information is:

Email: [support@taxdetective.com](mailto:support@taxdetective.com)

Fax: 520.829.9557

Phone: 520.529.3154.

## **What's next?**

Just complete the *fillable* two forms on the following two pages. After we receive them, if we need anything else, we'll contact you by email. We will also confirm your order by email once it is processed.



# PROPERTY VALUATION APPEAL ORDER FORM

**Yes! I Want to Lower My Property Tax! Please have TaxDetective appeal My Tax Year 2013 Property Valuation.**

I agree to pay 50% of my Tax Year 2013 estimated tax savings to TaxDetective once the Appeal process is finished. TaxDetective will send me a copy of the Assessor's decision and a bill showing the estimated amount of savings and my payment due. Upon receipt, I agree to promptly pay this amount.

*Signature of*  
*Property Owner:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**Return Customer?** If you have registered before and none of your information has changed, check this box  and skip the remainder of this Order Form. Be sure to complete the Agency Authorization Form (see previous page) and return both Forms to TaxDetective. If you've acquired any new properties, please add their parcel numbers to the Agency Authorization Form.

**Want to go paperless?** Just check this box  and we'll send everything to your email address.

For new customers or if your information has changed from when you last registered  
**Please Print** (Completion of all fields is required):

*Property Parcel number (8 or 9 digits with no hyphens. If there is a 9<sup>th</sup> digit, it is always a zero or an alpha character):*

\_\_\_\_\_  
*Property Owner's Name:* \_\_\_\_\_

*Mailing Address:* \_\_\_\_\_

*City, State, Zip:* \_\_\_\_\_

*Phone no.:* \_\_\_\_\_

*Email Address:* \_\_\_\_\_

Your email address is particularly important because we use it to keep in contact with you. This information is not shared with any "third" party.

If my account becomes delinquent, I agree to pay all accrued interest and necessary legal fees.

**Have more than one parcel you'd like us to appeal?** If your parcels are in Arizona, just add them to the Agency Authorization Form. For other states, return to <http://www.taxdetective.com/> and choose "For Other States: Appeal Now!"

**Is this your first time using TaxDetective?** If so, please tell us how you heard about us?

Referred by: \_\_\_\_\_ Other: \_\_\_\_\_

**Important: Be sure to return both Forms.** TaxDetective will confirm receipt of your materials by email.

TaxDetective PO Box 89643, Tucson, AZ 85752-9643  
Phone: 520.529.3154 Fax: 520.829.9557 Email: support@taxdetective.com