**PROPERTY TAX SERVICE PROPOSAL/AGREEMENT**

This agreement for services between Shane J. McLean of the firm McLean & Associates Property Tax Consultants, L.L.C. (hereafter referred to as “The Firm”) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereafter referred to as “Client”) shall remain in effect unless terminated by the client or The Firm. Properties subject to this agreement are designated below under “REPRESENTED PROPERTIES”.

The Firm agrees to be responsible for preparing and filing all property tax protests for excessive and/or erroneous property values to the appropriate Appraisal Districts, preparing property value analysis, negotiating taxable values and representing Client before any Appraisal Boards as necessary. It is expressly agreed that any post Appraisal Board action by The Firm is not subject to this agreement, namely any arbitration, mediation or judicial review actions.

In return, Client agrees to pay for these services the fee described in option (shown below as A or B). Please initial your choice at the left.

\_\_\_\_ A. A total flat fee of \_\_\_\_\_\_\_\_\_\_. This fee shall remain if effect regardless of time spent or tax savings achieved. One half of the fee if due upon signing this agreement.

\_\_X\_\_ B. A contingency fee based on forty percent (40%) of the total tax savings resulting from the protest hearing or informal negotiations. The contingency fee is due after services are performed and will be prepared allowing client 30 days for timely payment. A 10% penalty will be assessed for late payments.

Our office agrees to use all reasonable efforts to obtain a reduction in the tax assessment, but does not make any guarantee, representation, or promise as to the results. Owner agrees to allow our office to use its sole discretion as to whether a final assessment of the property is acceptable. In the event property is sold prior to the payment of fees owed, client agrees to remain liable for said fees. This Agreement is for Tax Year 20\_\_\_ and will remain valid for subsequent/future years unless revoked in writing by the owner prior to April 1st of any subsequent year.

Client shall be solely responsible for payment of all taxes. Nothing contained herein shall be deemed or construed in any respect to make The Firm responsible for payment of any taxes against the property(s). The Firm does not guarantee final results.

**APPROVAL SIGNATURES:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Signature McLean & Associates Property Tax Consultants, L.L.C.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

“Regulated by The Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-463-6599; website: www.license.state.tx.us/complaints”

**REPRESENTED PROPERTIES**

Taxpayers Accounts: Accessors, Account number and descriptions of properties represented under this contract are as follows:

**Property Address Account # County**

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**Taxpayer’s Initials: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Consultant’s Initials: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Client Information:**

**Cell phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Work phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mailing address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_