

After you have registered on the [New User Registration Page](#), use your User Name and Password to log in to the E-File page.

Remember that your User Name and Password are case sensitive.

The screenshot shows the EL PASO CAD Web Portal interface. At the top, there is a blue header bar with "EL PASO CAD" on the left, "Property Search" in the middle, and "Help" on the right. Below the header, the main content area has a light blue background. Centered in this area is the text "Welcome to the EL PASO CAD Web Portal". Below this, there is a white box with a blue header that says "Existing User". Inside this box, the text reads: "A registered login is required to enter this site. If you have already registered and would like to log into your account, please enter your login information below." Below this text are two input fields: "User Name:" followed by a text box, and "Password:" followed by a text box. Below the password field is a blue button labeled "Sign In". At the bottom of the "Existing User" box, there are two links: "Forgot your username? [Click here](#)" and "Forgot your password? [Click here](#)". Below the "Existing User" box is another white box with a blue header that says "New User". Inside this box, the text reads: "Don't have a username and password? [Register](#)".

Once logged in you will be at the Protest Summary screen which will list your property information.

By clicking on the View Details link, a separate window will be launched where you can view additional information for your account.

Clicking on the E-File Protest button takes you to the Electronic Protest For Filing page

EL PASO CAD Logout

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Protest Summary

This is the protest summary screen for your registered Owner/PIN numbers. This screen quickly summarizes all properties on your account, whether or not they have been the current status of any protests. Should you wish to file a protest electronically, please select the "E-File Protest" menu item. If you have any questions, please feel free to contact us for additional information.

Property List (1)							
Property ID	Geographic ID	Type	Property Address	Owner Name	Appraised Value	Protest Deadline	Search Link
028786	N12399900001000	Real	676 ANYPLACE DR EL PASO, TX	PUBLIC JOHN Q (EST)	\$152,065	N/A	Details

The list of your current protests is below. If a settlement has been offered to you by your appraisal district, please click the "View" button or the "Property ID" link to view details.

Current Year Protest List (1)											
Property ID	Year	Protest ID	Protest Status	Legal Desc	Property Addr	Hearing Date	Beginning Value	Opinion of Value	Final Value	Settlement Offer?	Offer Amount


On this page property owners will see the accounts that are eligible for E-File.
By clicking on E-File, located next to the Property ID, the protest process will begin.

Protest Summary Evidence Contact Us

Electronic Protest Filing for 20XX

on the property that you would like to file a protest. Fill out the additional information that you are prompted to complete for your E-File.

Current Year Property List (1)						
E-File Protest	Property ID	Geographic ID	Type	Property Address	Owner Name	Appraised Value
E-File	628769	N12399900002000	Real	6789 NONAME ST EL PASO, TX	PUBLIC JOHN Q III	\$



Once you have clicked on E-File for the property that you wish to protest, you will be taken to the Electronic Protest Filing page.

The property owner must select a reason and give an opinion of value. At this time state any comment or concerns in regards to the property for the appraisal district to consider in determining value in the Comments section. Comments are limited to 1,024 characters/letters. Property owners can also choose to receive a copy of the CAD evidence for their records. Property owners can also give a phone number where they may be contacted by the CAD with any question regarding the protest. Click the Submit button when finished.

ry Evidence Contact Us Logout

E-File Protest Information for Property ID 628769

Fields marked with an * are required to submit.

***Reasons:** Value is over market value. Value is unequal compared with other properties

Comments: (1024 characters maximum) Value too low

***Opinion of Value:** \$100,000

I would like to request a copy of the evidence which will be used in the hearing.

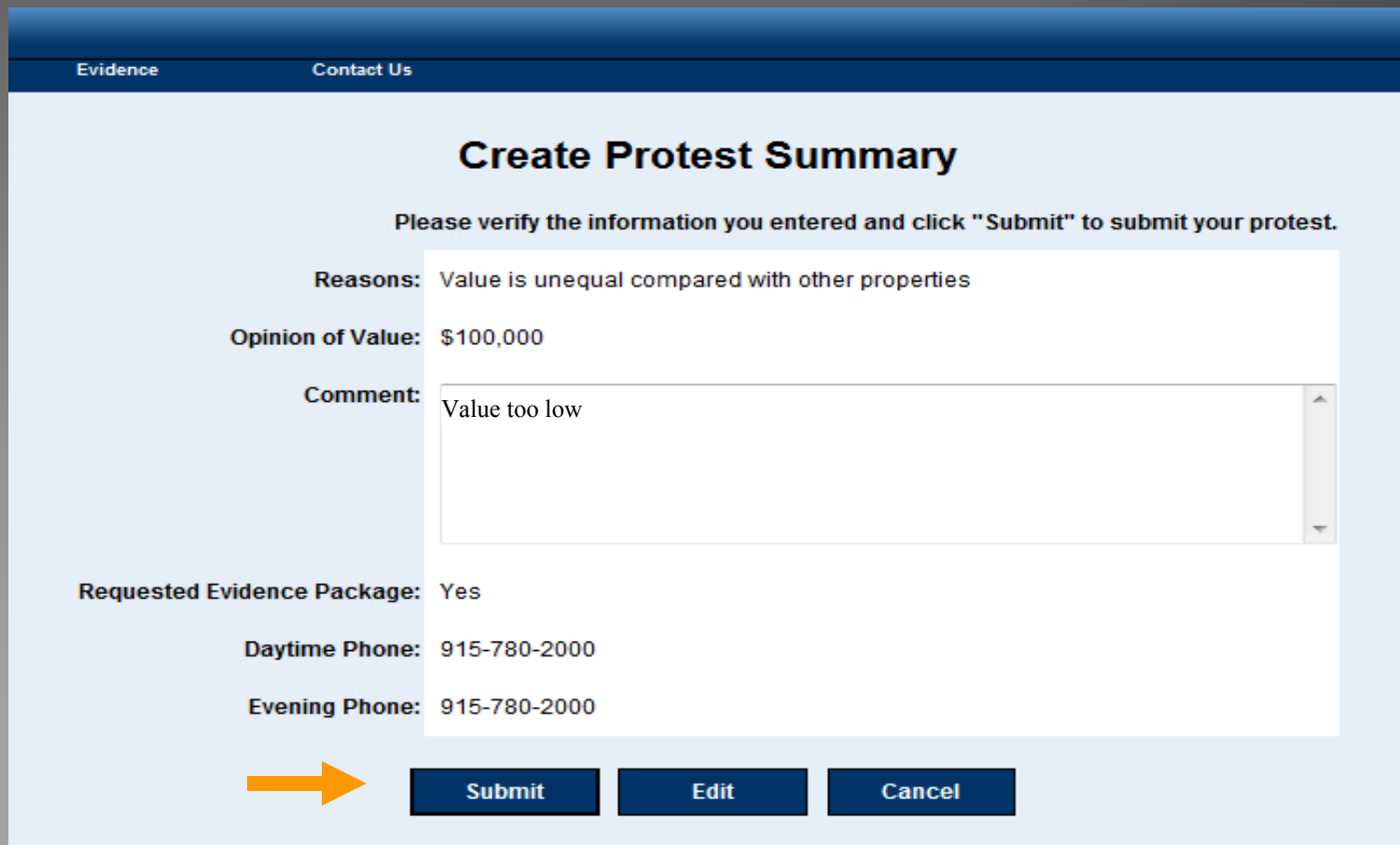
Daytime Phone: 915-780-2000 XXX-XXX-XXXX

Evening Phone: 915-780-2000 XXX-XXX-XXXX

Submit Cancel

The Create Protest Summary page will appear and will display all information submitted by the property owner for the protest. Here property owners will have an opportunity to review and edit the information they have provided.

When the property owner is ready they may click on the Edit button to modify the information provided or Click on the Submit button to finalize the protest.



The screenshot shows a web interface with a dark blue header containing the links "Evidence" and "Contact Us". Below the header, the page title "Create Protest Summary" is centered. A instruction reads: "Please verify the information you entered and click 'Submit' to submit your protest." The form fields are as follows:

- Reasons:** Value is unequal compared with other properties
- Opinion of Value:** \$100,000
- Comment:** Value too low
- Requested Evidence Package:** Yes
- Daytime Phone:** 915-780-2000
- Evening Phone:** 915-780-2000

At the bottom, there are three buttons: "Submit", "Edit", and "Cancel". An orange arrow points to the "Submit" button.

After confirming the information and submitting it, property owners will be taken back to the Protest Summary page. The property that was submitted for protest will now be displayed in the Current Year Protest List. An email will be sent stating that a protest has been created.

Logout

E-File Protest Protest Summary Evidence Contact Us


Protest Summary

protest summary screen for your registered Owner/PIN numbers. This screen quickly summarizes all properties on your account, whether or not they have been protested. Should you wish to file a protest electronically, please select the "E-File Protest" menu item. If you have any questions, please feel free to contact the appraisal district for more information.

Property List (1)							
Property ID	Geographic ID	Type	Property Address	Owner Name	Appraised Value	Protest Deadline	Search Link
628769	N12399900002000	Real	6789 NONAME ST EL PASO, TX	PUBLIC JOHN Q III	N/A	N/A	Details

your current protests is below. If a settlement has been offered to you by your appraisal district, please click the "View" button or the "Property ID" link to view your settlement information.

Current Year Protest List (1)											
Property ID	Year	Protest ID	Protest Status	Legal Desc	Property Addr	Hearing Date	Beginning Value	Opinion of Value	Final Value	Settlement Offer?	Offer Amount
628769			Pending	1 NOSUCH SUBDIVISION LOT 2000 TEST PROPERTY 3	6789 NONAME ST EL PASO, TX	N/A	N/A	N/A	N/A	Under Review	N/A



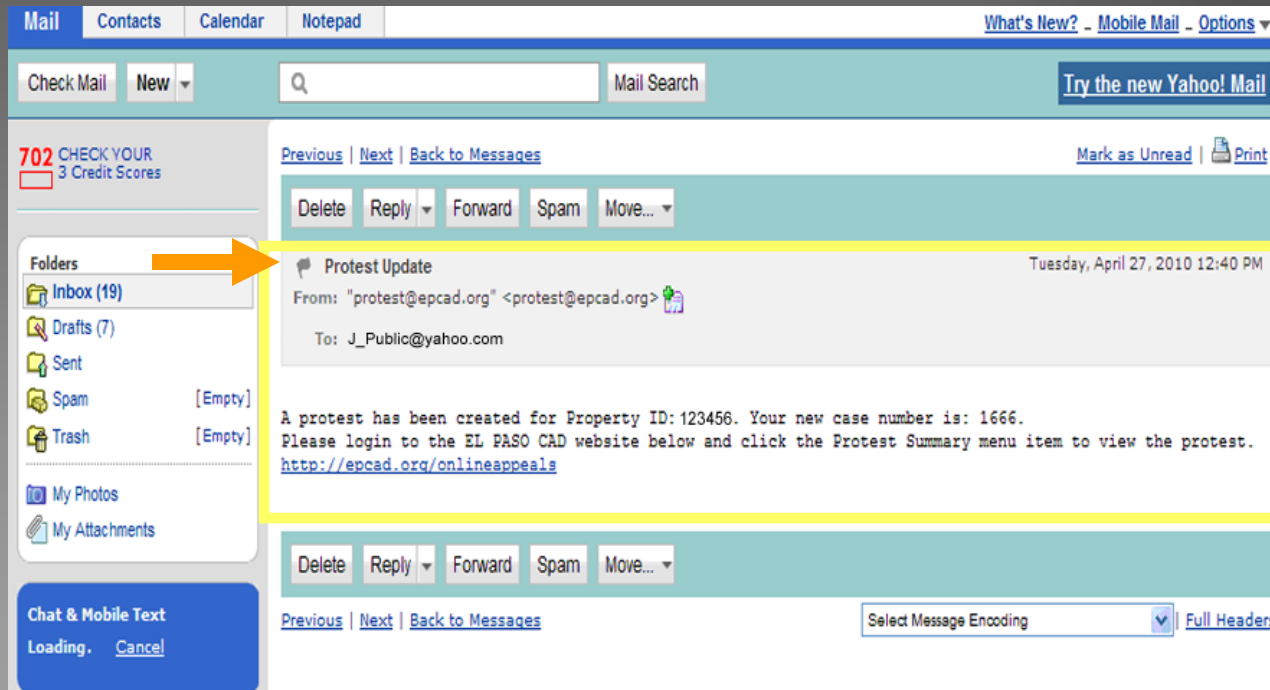
Clicking on the E-File Protest button will show that the property is under protest and will not allow to re-file the protest.

Electronic Protest Filing for 20XX

E-File button on the property that you would like to file a protest. Fill out the additional information that you are prompted to complete for your E-File.

Current Year Property List (1)						
E-File Protest	Property ID	Geographic ID	Type	Property Address	Owner Name	Appraised Value
Already Filed	628769	N12399900002000	Real	6789 NONAME ST EL PASO, TX	PUBLIC JOHN Q III	S

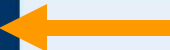
Property owners will receive an E-Mail notifying them that their protest was created. The E-Mail may take up to an hour to be delivered. Once you have received this email, taxpayers will then be able submit/ upload evidence to the CAD.



After the protest has been created, taxpayers can submit their evidence by Clicking on the Evidence button. There will be a time delay from when the protest was created to when evidence submission will be available.

SO CAD Logout [Property Search](#)

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[Upload Evidence](#)  **Protest Summary**

This is the protest summary screen for your registered Owner/PIN numbers. This screen quickly summarizes all properties on your account, whether or not they have been protested, and the status of any protests. Should you wish to file a protest electronically, please select the "E-File Protest" menu item. If you have any questions, please feel free to contact the appraisal district for additional information.

Property List (1)							
Property ID	Geographic ID	Type	Property Address	Owner Name	Appraised Value	Protest Deadline	Search Link
628749	N12399900003000	Real	12345 NONAME ST EL PASO, TX	PUBLIC JOHN Q & JANE DOE	N/A	N/A	Details

The list of your current protests is below. If a settlement has been offered to you by your appraisal district, please click the "View" button or the "Property ID" link to view your settlement offer.

Current Year Protest List (1)											
Property ID	Year	Protest ID	Protest Status	Legal Desc	Property Addr	Hearing Date	Beginning Value	Opinion of Value	Final Value	Settlement Offer?	Offer Amount
628749			Pending	1 NOSUCH SUBDIVISION LOT 3000 TEST PROPERTY 4	12345 NONAME ST EL PASO, TX	N/A	N/A	N/A	N/A	Under Review	N/A


Eligible properties that have been protested will appear in the List Box. Click on the Upload button to begin evidence submission to the CAD.

EL PASO CAD Logout Property Search Hel

Home E-File Protest Protest Summary Evidence Contact Us

Protests Eligible to Upload Evidence

This page contains a list of all active protests that are linked to your username, and the number of files you have submitted online. If the protest is eligible for upload, simply click the 'Upload' button to begin the process of submitting evidence for the particular protest. If you have any questions, please contact the appraisal district.

Eligible Protest List (1)					
Upload Evidence	Case ID	Property ID	Property Address	Files Uploaded	Most Recent Upload
 Upload	42	639790	8888 HONAME EL PASO, TX.79925	0	N/A

Select the evidence file(s) by clicking on the Browse button. There is a 4 MB (megabyte) limit to any single file being uploaded as evidence.

Evidence for Case ID 42

If you wish to submit evidence for this case, please select the "Browse" button to select the file you wish to submit. Once you have selected the file, simply click "Upload" to submit your file to the appraisal.

File: 

NOTE: Submitted files are limited to **4 MB**. Your current session will be terminated if an attempt is made to upload files that are too large.

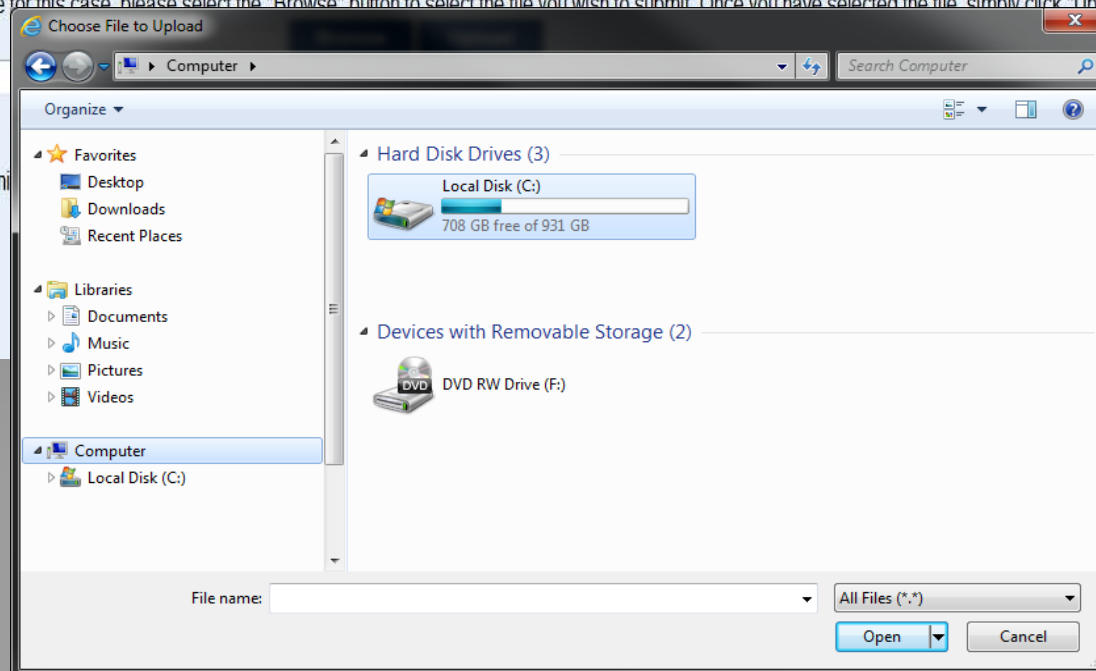
A window will appear where you can select the files you wish to upload. Evidence files need to be uploaded one at a time. For example, If you have five files you will need to upload them individually.

Evidence for Case ID 42

If you wish to submit evidence for this case, please select the "Browse" button to select the file you wish to submit. Once you have selected the file, simply click "Upload" to submit your file to the appraisal.

File:

NOTE: Submitted files are limited to 10 MB.



When you have finished uploading your evidence files, a list with the name of the files will be displayed. Once you have uploaded your files, you will not be able to view them from this website.

Evidence for Case ID 42

Evidence List (2)			
	Property ID	File Name	Date Added
1	639790	totals.rpt	03/07/2013 12:16 PM
2	639790	TF.xps	03/07/2013 12:17 PM

If you wish to submit more evidence for this case, please select the "Browse" button to select the file you wish to submit. Once you have selected the file, simply click "Upload" to submit your appraisal district.

File:

NOTE: Submitted files are limited to **4 MB**. Your current session will be terminated if an attempt is made to upload files that are too large.

Property owners will receive a second E-Mail notifying them that their Evidence Packet is online if they chose it as an option to receive it when they created their protest. The Property owner can click on the link provided on the email to log in and view the Evidence Packet. The E-Mail may take up 10 working days to be delivered.

