

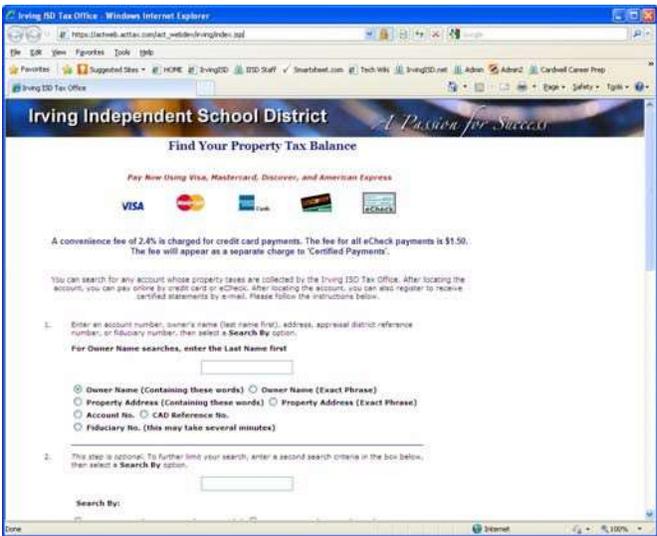


Automatically Receive Electronic Tax Statements

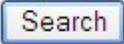
Taxpayers of Irving Independent School District can have an electronic copy of their school tax statement sent to them automatically each year. You must go online and sign up for this free service. **Requests will remain in effect until rescinded in writing, or a change of ownership occurs, and the tax records are changed by the Dallas Central Appraisal District.**

Below are the steps involved:

1. Access the online system by going to www.irvingisd.net/taxoffice then click on look up/pay tax online. It will take you to the screen below.



2. Enter in your last name in the first box, make sure the button for owner name is selected. When done click the SEARCH BUTTON.



3. A list will appear that matches the information you entered. Find your entry in the list and click on the ACCOUNT NUMBER.

| <u>Account Number</u> | <u>Owner's Name & Address</u> | <u>Property Site Address</u> | <u>Legal Description</u> | <u>CAD Reference No.</u> |
|-----------------------|---|------------------------------|--|--------------------------|
| 32501700040010000 | SMITH ROBERT P 1234 MAIN RD IRVING, TX 75060-1234 | 1234 MAIN RD | SPANISH TRAIL 1ST INST LOT 1 BLK D VOL85234 PG3571 CO- DALLAS 5017000400100 13250170004 | |

4. Your property tax balance page will open and has many features ... but to sign-up for the automatic electronic tax statements, scroll to the bottom and click on REGISTER TO RECEIVE ELECTRONIC TAX STATEMENTS.

Property Tax Balance

[Begin a New Search](#) | [Tax Office Home Page](#)

*A **Convenience Fee** of approximately 2.4% will be added if you pay by credit card. A fee of \$1.50 is charged for all eCheck payments. The fee appears as a separate charge to 'Certified Payments'.*

Unless otherwise noted, all data refers to tax information for 2011. All amounts due include penalty, interest, and attorney fees when applicable.

| | |
|--|--|
| <p>Account Number: 32501700040</p> <p>Address: SMITH ROBERT P 1234 MAIN RD IRVING, TX 75060-1234</p> <p>Property Site Address: 1234 MAIN RD 0</p> <p>Legal Description: SPANISH TRAIL 1ST INST LOT 1 BLK D VOL85234 PG3571 CO-DALLAS 5017000400100 13250170004</p> <p>Current Tax Levy: \$1,167.31</p> <p>Current Amount Due: \$0.00</p> <p>Prior Year Amount Due: \$0.00</p> <p>Total Amount Due: \$0.00</p> <p>Last Payment Amount for Current Year Taxes: \$1,167.31</p> <p>Last Payer for Current Year Taxes: SMITH ROBERT P</p> | <p>Pending Credit Card or E-Check Payments: No Payment Pending</p> <p>Gross Value: \$94,680</p> <p>Land Value: \$23,000</p> <p>Improvement Value: \$71,680</p> <p>Capped Value: \$0</p> <p>Agricultural Value: \$0</p> <p>Exemptions: HOM</p> <p>Exemption and Tax Rate Information</p> <p>Taxes Due Detail by Year and Jurisdiction</p> <p>Payment Information</p> <p>Current Tax Statement</p> <p>Delinquent Tax Statement</p> <p>Register to Receive Electronic Tax Statements</p> |
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5. The online registration form will open (see sample below) ... complete and submit the form.

Registration for Electronic Tax Statement

* Denotes required information

Account No.: 32501700040010000

Name: *

First Name

Last Name

Are you the owner of this property?

Yes

No

Contact Information: *

Street Address

Address Line 2

City

State

Postal / Zip Code

Country

6. You should receive a verification email within 15 minutes of submitting the form. If you do not receive the email, please be sure to check your spam folder.
7. If you have questions, you can send them to TAXOFFICE@IRVINGISD.NET.