



PROPERTY TAX REPRESENTATION AGREEMENT

This **Property Tax Representation Agreement** ("Agreement") is entered into between **DomuTax LLC** ("DomuTax") and the undersigned property owner ("Client"), collectively referred to as the "Parties."

1. Scope of Services: During the term of this Agreement, DomuTax agrees to provide property tax representation services, which include **Property Tax Monitoring and Appealing Service** and **Tax Exemption Monitoring**.

- **Property Tax Monitoring and Appealing Service:** DomuTax will annually assess the Client's property tax valuation and determine if an appeal is warranted. If so, DomuTax will handle documentation, evidence collection, and negotiations with the county tax assessor's office or review board. If necessary, DomuTax will represent the Client at hearings and continue monitoring property tax assessments, initiating appeals when appropriate. DomuTax does not guarantee a reduction, as tax authorities make the final determination of the appraised value of a property.
- **Tax Exemption Monitoring:** DomuTax will assess the Client's eligibility for property tax exemptions and, if applicable, prepare and submit the necessary documentation. DomuTax will monitor exemption status annually to ensure continued eligibility. There are no fees for this service, and DomuTax does not guarantee approval, as final determinations are made by tax authorities.

2. Fees and Payment: The Client will not incur any fees unless DomuTax successfully secures a reduction in the assessed value of the property or recovers tax overpayments. If a reduction is achieved, DomuTax's fee will be **20% of the total property tax savings** obtained for the applicable tax year. If DomuTax recovers tax overpayments from prior years, the Client will owe **20% of the refund amount**.

Property tax savings are calculated as the difference between the initial assessed value and the final reduced assessed value, multiplied by the applicable tax rate. Unless otherwise specified, the tax rate used for this calculation will be the most recent certified total tax rate available at the time of invoicing—typically the prior year's rate.

If the property has a homestead exemption, DomuTax will only charge a fee on reductions below the property's capped appraised value (also known as the "appraised value"), which is the taxable value after applying the annual 10% increase limitation. No fee is charged on reductions that do not result in a decrease to this appraised value.

Invoices will be issued upon receipt of final documentation confirming the reduced assessed value. Payment is due within **30 days** of invoice receipt. Any unpaid balance will accrue interest at a rate of **1.5% per month**, and the Client will be responsible for any collection costs, including reasonable attorney's fees. If the property is sold within the tax year, the Client remains responsible for any fees incurred before the sale.

Example Calculation of Fees

The following table illustrates the fee calculation for a property initially assessed at \$800,000, where DomuTax successfully reduces the value to \$700,000, with a tax rate of 2.0%:

Description	Amount
Initial Assessed Value	\$800,000
Final Reduced Assessed Value	<u>\$700,000</u>
Reduction in Assessed Value	\$100,000
Tax Rate	<u>2.0%</u>
Total Property Tax Savings	$\$100,000 \times 2.0\% = \$2,000$
DomuTax's Contingency Fee (20% of Savings)	$\$2,000 \times 20\% = \400

3. Authorization and Representation: By entering into this Agreement, the Client authorizes DomuTax to act as the Client's agent for all property tax matters related to the property identified in this Agreement. This includes the authority to submit an **Appointment of Agent** form, obtain tax and ownership records, present evidence and arguments to tax authorities and appeal boards, and negotiate settlements on the Client's behalf when appropriate.



4. Agreement Term and Renewal: This Agreement is an ongoing contract that will automatically renew each year unless terminated by either Party in accordance with the terms set forth in Section 5. The client acknowledges that DomuTax will continue to provide services annually unless written notice of termination is provided.

5. Termination and Cancellation: This Agreement is not cancellable for the current tax year. For subsequent tax years, the Client may terminate the Agreement by providing written notice to contact@DomuTax.com no later than **March 15th** (two months prior to the annual appeal-filing deadline).

DomuTax may terminate the Agreement at any time if: (i) the Client fails to provide requested information or documentation; (ii) the Client fails to pay any invoice when due; or (iii) DomuTax determines, in its sole discretion, that an appeal is not warranted.

If either Party terminates the Agreement after DomuTax has performed services, the Client remains responsible for all fees earned up to the effective date of termination. All accrued payment obligations, along with any provisions that by their nature should survive, shall remain in effect following termination.

6. Communication Consent: The Client consents to receive communications from DomuTax via email for matters related to this Agreement, including but not limited to status updates, requests for information, billing notices, reminders, and other service-related communications. The Client also consents to receive SMS (text message) communications for important status updates, information requests, and billing notices. The Client acknowledges that such communications may be sent to the contact information provided during registration or as subsequently updated by the Client. Standard messaging and data rates may apply.

7. Limitation of Liability: DomuTax does not guarantee a reduction in assessed value or approval of an exemption. DomuTax's total liability under this Agreement shall not exceed the fees actually paid by the Client. DomuTax is not responsible for errors, omissions, or valuation decisions made by tax authorities.

8. General Terms: This Agreement constitutes the entire Agreement between the Parties and supersedes any prior agreements, whether written or oral. If any provision of this Agreement is found invalid, the remaining provisions shall remain in full effect. This Agreement shall be governed by the laws of the **State of Texas**, and any disputes shall be resolved in **Tarrant County, Texas** courts.

9. Force Majeure: Neither Party shall be liable for any failure or delay in performing its obligations under this Agreement due to events beyond its reasonable control, including but not limited to natural disasters, governmental actions, pandemics, or system failures.

By signing below, the Client affirms having read, understood, and accepted the terms of this Agreement. The Client acknowledges that this Agreement establishes an ongoing service that will automatically renew annually unless canceled. Furthermore, the Client agrees to remain responsible for any fees associated with services rendered by DomuTax prior to termination, including cases where the property is sold or the Agreement is ended after services have been performed.

Parcel Number: _____

Client Name

County: _____

Property Address: _____

**Signature of Property Owner or Authorized Person
to Act on Behalf of Property Owner**

Date: _____