

Procedure for communicating electronically with Gonzales Central Appraisal District (GCAD), the Chief Appraiser, an Appraisal District or an Appraisal Review Board by a property owner or a person designated by a property owner.

1. Texas Comptroller Form 50-843 must be completed and filed with GCAD. This form is available on the Comptroller's website and on GCAD's website, [www.gonzalescad.org](http://www.gonzalescad.org).
2. All electronic communication between GCAD and the property owner or agent will be done using email. Any attachments to the email will be in a pdf. file.
3. GCAD will not accept communication on USB flash drives, 120mm compact discs (CD), DVD, cell phones, smart phones, tablet computers, laptop computers, cameras, camcorders, websites, FTP sites, VHS/DVI tapes, Macintosh devices, floppy discs, SD memory cards, or Dropbox.
4. All communication exchanges must be answered "Received" to confirm delivery of an electronic communication.