



Grayson Central Appraisal District

512 N. Travis Street, Sherman, Texas 75090
903-893-9673 - Phone 903-892-3835 - Fax
www.graysonappraisal.org



INSTRUCTIONS & CHECK-LIST FOR REQUESTING & FILING 1-d-1 (OPEN SPACE) AGRICULTURAL USE APPRAISAL APPLICATION

A completed application must be submitted to request and file for the 1-d-1 (Open Space) Agricultural Use Appraisal. The fully completed 1-d-1 (Open Space) Agricultural Appraisal Application and Supporting Evidence must be submitted before the deadline of midnight, April 30th.

This page is NOT the application. Please use this page as a guide and check-list to help you complete the application packet. Please review the below instructions to complete the application accordingly. You may also return this page with your application to ensure timely review and processing of your 1-d-1 (Open Space) Agricultural Appraisal Application.

Guidelines & Requirements Check-List for the 1-d-1 (Open Space) Agricultural Appraisal Application

Please review the below listed sections in the Guidelines & Requirements Packet

- REVIEW:** Guidelines & Requirements
- REVIEW:** Information and Evidence To Support Agricultural Use

****REQUIRED ITEMS AND DOCUMENTATION****

Complete the 1-d-1 (Open Space) Agricultural Use Application

Any incomplete section(s) or not providing supporting evidence could cause a delay (or denial) in your application process.

- STEP 1 - REQUIRED:** Owner Information (your Property ID can be found on the cover letter of this packet)
- STEP 2 - REQUIRED:** Property Description
- STEP 3 - REQUIRED:** Provide a description of the primary use: examples include: Livestock, Hay, Crops, etc...
- STEP 3 CONTINUED - REQUIRED:** Provide a more detailed description of the qualifying use of your land.
 - Current Agricultural Use: Provide a detailed description in this section of the application regarding your specific Agricultural use of land.
 - Livestock
 - Hay
 - Crops
 - Programs
 - Non-Agricultural Use/ Activity
 - Residential
 - Commercial Building(s)
- STEP 4 - REQUIRED:** You MUST provide Photographs AND Supporting Evidence of Agricultural Land Use
 - Photographs
 - Supporting Evidence (examples: Feed, Leases, Receipts, Invoices, and Sales)
- STEP 5 - REQUIRED:** SIGN AND DATE THE APPLICATION
- STEP 6 - REQUIRED:** Agricultural Use Questionnaire (*Includes Hay & Land Supplement if Applicable*)



**SUBMIT YOUR COMPLETED APPLICATION AND APPROPRIATE ADDITIONAL DOCUMENTATION TO
BY MAIL:**



GRAYSON CENTRAL APPRAISAL DISTRICT
512 N. TRAVIS ST.
SHERMAN, TX 75090

THE APPLICATION MUST BE SUBMITTED TO OUR OFFICE IN-PERSON OR BY MAIL.
GRAYSON CENTRAL APPRAISAL DISTRICT DOES NOT CURRENTLY ACCEPT ELECTRONIC
DELIVERY OF AGRICULTURAL APPRAISAL APPLICATIONS.

SECTION 23.54 OF THE TEXAS PROPERTY TAX CODE, ALLOWS THE CHIEF APPRAISER TO REQUEST A NEW APPLICATION TO
CONFIRM THAT LAND IS CURRENTLY ELIGIBLE FOR AGRICULTURAL USE APPRAISAL.

ADDITIONAL DOCUMENTATION MAY APPLY FOR NEW AGRICULTURAL USE & LAND LEASING

- REQUIRED IF APPLYING FOR NEW AGRICULTURAL USE APPRAISAL:** Land use history for the last 5 out of 7 years. This may include your receipts OR your supporting documents for previous agricultural use.
- REQUIRED IF LEASING LAND:** Lease Report OR Lease Agreement



APPLICATION FOR 1-d-1 (OPEN SPACE) AGRICULTURAL APPRAISAL FOR 20

IMPORTANT INFORMATION FOR APPLICANTS: Article 8, Sec. 1-d-1, Texas Constitution, and Chapter 23m Subchapter D, Tax Code, provide for appraisal of agricultural land based on the land's ability to produce agricultural products.

You must complete this application in full and file it no later than April 30th of the year you are applying for agricultural appraisal. If your application is granted you do not need to file again in subsequent years unless the chief appraiser requests a new application.

STEP 1: OWNER INFORMATION

Form with fields for GCAD PROPERTY ID#, OWNER NAME, MAILING ADDRESS, PRIMARY PHONE, EMAIL, CITY, STATE, and ZIP.

STEP 2: PROPERTY DESCRIPTION

Use blank pages if more space is needed

Table with 3 columns: GCAD PROPERTY ID#, GEO ID#, and ACREAGE. Multiple rows for listing properties.

Were any of the above properties purchased during the last 12 months? YES NO

STEP 3: DESCRIBE THE PROPERTY'S PRIMARY QUALIFYING USE BELOW

Provide a brief description of the primary qualifying use of the property, starting with the current year and working back 7 years until you have shown 5 out of 7 years of Agricultural Use*.

Table with 3 columns: YEAR, AGRICULTURAL USE, and ACRES. Rows for Current Year, 1st Year Prior, 2nd Year Prior, 3rd Year Prior, and 4th Year Prior.

*Agricultural Use includes but is not limited to the following activities: Cultivating the soil, producing crops for human food, animal feed, planting seed or for the production of fiber, floriculture, viticulture and horticulture, raising or keeping livestock; raising or keeping exotic animals or fowl for the production of human food or program of human food or program or normal crop or livestock rotation procedure and wildlife management.

Wildlife Management means actively using the land that at the time the wildlife management use began was appraised as qualified open-space land under the subchapter in at least three of the following ways to propagate a sustaining breeding, migrating or wintering population of indigenous wild animals for human use, including food, medicine or recreation; habitat control, predator control, providing supplemental supplies of water or food, providing shelters or making census counts to determine population.

Wildlife Management Use: If you are using land to manage wildlife, you must complete and attach a five-year Wildlife Management Use Plan on the form prescribed by the Texas Parks and Wildlife Department, and documentation of activities performed. NO EXCEPTIONS.

Agriculture Land and Categories include: Irrigated Cropland, Orchard, Improved Pastureland, Native Pastureland, and other classes typical in your area.

STEP 3 CONTINUED: DESCRIBE THE PROPERTY'S PRIMARY QUALIFYING USE

LIVESTOCK OR BEES

If you raise livestock list the livestock or exotics raised and the number of acres used for these activity. If you are beekeeping list the number of bee hives and the number of acres used for these activity.

LIVESTOCK TYPE OR BEES	NUMBER OF HEAD OR HIVES	ACRES

HAY

If you harvest hay, list the type, cuttings, and number of acres.

HAY	NUMBER OF CUTTINGS	DESCRIPTION OF BALES	ACRES

CROP

If you grow crops (including ornamental plants, flowers, or grapevines), list the crops grown and number of acres for each crop. You may attach a separate list if the below space is not sufficient.

TYPE OF CROP	DESCRIPTION/DRY/IRRIGATED	ACRES

PROGRAM

If your land is lying idle because you are participating in a governmental program, please list these programs and the number of acres devoted to each program. You may attach a separate list if the below space is not sufficient.

PROGRAM	DESCRIPTION OF PROGRAM	ACRES

NON-AGRICULTURAL USE/ACTIVITY: EXAMPLE: Residential, Commercial, or Industrial

Are any of the listed properties used for any Non-Agricultural activities or usage? List all Non-Agricultural uses and the number of acres devoted to each specific use. If you lease land, you will need to complete the Lease Report Form.

You may attach a separate list if the below space is not sufficient.

NON-AGRICULTURAL USE	ACRES	RESIDENTIAL/COMMERCIAL/INDUSTRIAL	ACRES

STEP 4: SUPPORTING EVIDENCE

You will need to provide hard-copies of photographs, receipts, or lease agreements with this application.

STEP 5: OWNER SIGNATURE & DATE

The owner's signature is required for the application to be a valid submission. If the signature is omitted, the application is incomplete.

Under Section 37.10, Texas Penal Code, if you make a false statement on this application, you could receive a jail term of up to 1 year and a fine of up to \$2,000, or a prison term of 2 to 10 years and a fine of up to \$5,000

PRINT NAME:	BIRTH DATE:
OWNER SIGNATURE:	DATE:

If you have any questions or need any assistance in completing the application, please contact our office directly to ensure your application is completed in full.

GRAYSON CENTRAL APPRAISAL DISTRICT
512 N. Travis, Sherman, Texas 75090
Telephone (903) 893-9673
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OTHER IMPORTANT INFORMATION: After you file this application, your Chief Appraiser may require additional information from you before qualifying your land. The additional information may only relate to your current and past agricultural use or to the level at which you use your land for agriculture.

You must notify the Chief Appraiser in writing, if you: Stop using your property for agriculture (e.g., you voluntarily decide to stop farming); change the category of your use (e.g., you change from dry cropland to irrigated cropland); change the level of your use (e.g., you substantially increase or decrease the number of cattle you raise); change the nature of your use (e.g., you switch from growing corn to growing ornamental plants or you switch from pasture to wildlife management); enter, leave or change the governmental programs (e.g., you put 100 acres in CRP); or if you begin using your land for something other than agricultural (e.g., you build a shopping center on your land). You must deliver this notice of change in primary use to the Chief Appraiser, no later than April 30th following the change in use or eligibility.

If your land receives agricultural appraisal and you fail to notify the Chief Appraiser of a change in agricultural use, you may be required to pay a penalty. You will be required to pay a substantial additional tax plus interest (a rollback tax) if you stop using all, or part, of the property for agriculture.



RETURN TO: Grayson Central Appraisal District/ 512 N. Travis Street, Sherman, Texas 75090
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HAY PRODUCTION SUPPLEMENT & LAND QUESTIONS

How many times was hay cut and baled on the tract last year?	
If only one cutting was made, please explain why in the space below:	

If Land is NOT leased, rented, or used by others, please provide the name, address, and telephone numbers of the person that bales the hay:

NAME:	
ADDRESS:	
PHONE NUMBER:	

How many times was hay cut and baled on the tract last year?	
The production consisted of:	Round Bales: Square Bales:

Are weed and brush control practices carried out on the tract?	<input type="radio"/> YES <input type="radio"/> NO
Please explain in the space below:	

Does this tract receive fertilization or herbicide?	<input type="radio"/> YES <input type="radio"/> NO
Please explain in the space below:	

If you purchased this property in the last five years, please provide the below information:

YEAR PURCHASED:	
NUMBER OF ACRES:	
PURCHASE COST:	

I certify that the information submitted on or attached to this form is true and correct.

PRINT NAME:	
SIGNATURE:	DATE:



LEASE REPORT FORM

If you (*the owner*) are NOT the agricultural operator, manager, or user of your land please complete the details below and include the operators Full Name, Address, and Phone Number.

OWNER INFORMATION:

GCAD PROPERTY ID#:	PRIMARY PHONE:		
OWNER NAME:	EMAIL:		
MAILING ADDRESS:	CITY:	STATE:	ZIP:

OPERATOR INFORMATION:

OPERATOR NAME:	PRIMARY PHONE:		
MAILING ADDRESS:	CITY:	STATE:	ZIP:

LEASE AGREEMENT DESCRIPTION:

<input type="radio"/> Cash Lease	Number of Acres:	Lease Terms:
<input type="radio"/> Crop-Share Lease	Number of Acres:	Lease Terms:

CATEGORIES	EXAMPLE			
Type of Crop	<i>bluestem</i>			
Number of Acres	<i>10.50</i>			
Yield Per Acres	<i>100 round bales</i>			
Expense Per Acres	<i>\$100.00 per acre</i>			
Other	<i>cut 2x per year</i>			
Other	<i>round bales</i>			

**Please include an itemized list of expenses (attached additional page(s) if necessary)*

COMMENTS:

I hereby certify that the information contained herein is true and complete to the best of my knowledge and belief.

PRINT NAME:	
SIGNATURE:	DATE: