

McLennan County Appraisal District E-File Portal Assistance

<https://portal.trueautomation.com/5>

Verify the link you are at has a “5” at the end.

Without the “5” takes you to Lee County by mistake.

Efileteam@mclennancad.org

- Please add us to your contacts to reduce emails going to spam folder
- You should receive an email from us after:
 - You create a user account
 - You successfully file a protest
 - If we make an offer
 - When we upload our evidence
 - When your hearing is scheduled

If you have added efileteam@mclennancad.org to your email contacts, and you still are not receiving your verification email, you can call our office for assistance. However, it is highly probable that future emails from the portal will also be blocked by your Internet Provider. In this case, online appeals may not be the best method for you to file a protest.

Welcome to the McLennan CAD E-Services Portal

Enter your login credentials below, then click login.

User Name:

Password:

[Login](#)[Create New User](#)[Forgot Password](#)[Forgot Username](#)[Request PIN](#)

Returning Users may enter their username or password, or select Forgot Username or Password to have it sent to your associated email address.

New Users need to select create new user and enter owner id and pin from your appraisal notice to create a user account

If you know the email account but do not have your pin available

Login Issues

Have you ever logged in before

NO- see page 4

Yes- Do you remember Username

Yes- click forgot password

Username:

Get Question

Security Question:

*** Not Available ***

Security Answer:

Submit

Cancel

NO- Click Forgot Username

Email:

PIN:

Get Question

If you do not have your notice you will have to "Request Pin" first using your email and owner id or call 752-9864

Security Question:

*** Not Available ***

Security Answer:

Submit

Cancel

Step 1 of 4

New User Account Information

Please enter your **Account Identification Number** and **PIN** received below to begin the registration process.

Account ID:

PIN:

Please enter your **Account Identification Number** and **PIN** received below to begin the registration process.

- This PIN is already associated with an active account. Please click the 'Cancel' button to login or attempt to recover login credentials.

Account ID:

 *

PIN:

 *

If you receive this message you already have an account from previous years. Click cancel and then click forgot username.

You will then create a username and password, and provide an email address.

You will get an email with a link to confirm you have access
To the email account provided.

STATE OF TEXAS,

Thank you for registering with McLennan CAD. Please click the link below to complete the registration process. If the link does not work or part of the link is cut off, please copy and paste the entire URL into your browser's address bar and press Enter. Remember to add our address efileteam@mclennan.org to your email Safe Senders List, Address Book or Contact List.

<https://portal.trueautomation.com/Account/EmailConfirm/5/>

Once your email is confirmed, you will be taken to the login page.

Email Confirmed!

Congratulations, **Your Name** Your email address has been confirmed.

Proceed to the login page to access your account.

Login

If you see this message check your inbox or spam folder
For an email from efileteam@mclennan.org

Welcome to the McLennan CAD E

Enter your login credentials below, then click login.

- Account has not been verified. Please follow the instructions from the registration email.

User Name:

Username

Password:

.....

Login

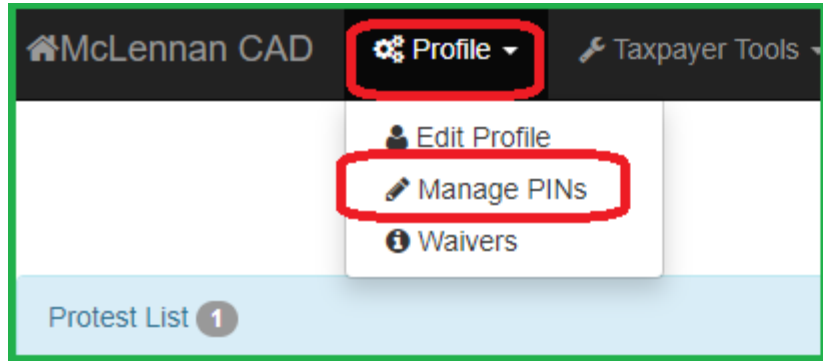
Create New User

Forgot Password

Forgot Username

Request PIN

Adding other Owner ID's for additional properties



Manage PINs

ived from the appraisal district. This allows you to manage multiple property records with one username and

Name:

Owner ID:

Activation PIN:

Add New PIN

To add additional PINs, please enter both the Owner ID and PIN below and click the Add button.

Owner ID:

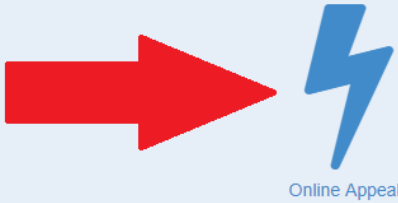

PIN:

Add



To Protest your value click these buttons

McLennan CAD Portal Home

The McLennan CAD Portal provides taxpayers with the opportunity to view an appraisal notice or to file an appeal online. Make your selection by clicking one of the links below.

1  
Online Appeals

Protest Summary

2  

Settle Selected Properties Withdraw Selected Properties Export Results for Selected Properties Filter By Property ID List:

Filter By Hearing Date - Begin: End:

Search:


Electronic Protest Filing fo

Select the properties for which you wish to E-File.

Select Properties **1**

Select Columns... ▾

Show entries

<input type="checkbox"/>	E-File Protest	Property ID	Geographic ID	Type	Neighborhood
<input type="checkbox"/>		11C		Real	

Showing 1 to 1 of 1 entries

[Back to Protest Summary](#) [E-File Selected Properties](#)

Year	Protest Status	Schedule Hearing	Hearing Date	Hearing Location	Beginning Value	Opinion Of Value	Final Value	Settlement Offer?	Offer Amount
No Protests have been filed. Click the E-File button to begin filing a protest.									

Previous Next

E-File Protest Information

Enter information below for the protest(s). You will be able to view a list of protests after clicking the Submit button below.

Comments:
(1024 characters
maximum)

Test comment

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

Daytime Phone:

254-752-9864

XXX-XXX-XXXX

Evening Phone:

XXX-XXX-XXXX

XXX-XXX-XXXX

Submit

Cancel

Create Protest

Please verify the information you have entered and click "Submit" to submit your protest(s) or click

Protest(s) with a reason in the 'Non-Filing Note' column will not be submitted. The records will be displayed for your confirmation on the next page.

Your Opinion of Value cannot be changed through the portal but you can change your opinion when you speak to the ARB or at an informal meeting.

Property ID	Owner Name	Property Address	Evidence Requested	Opinion of Value	Protest Reasons	Non-Filing Note
326017	MCLENNAN COUNTY APPRAISAL DISTRICT	315 S 26TH ST WACO, TX 76710	True	4000000	0_MV, 0_UV	

Submit

Edit

Cancel

Protest(s) Submitted Successfully

You have successfully submitted protest(s) on the records below unless there is a reason listed in the 'Non-Filing Note' column. This is your confirmation.

Print

Export

Property ID	Owner Name	Property Address	Evidence Requested	Opinion of Value	Protest Reasons	Non-Filing Note
326017	MCLENNAN COUNTY APPRAISAL DISTRICT	315 S 26TH ST WACO, TX 76710	True	4000000	0_MV, 0_UV	

Done

Protest Summary

Protest List 2 EFile

Custom View **Protest View** **Evidence View**

Settle Selected Properties Withdraw Selected Properties Export 1 Selected Property Filter By Property ID List:

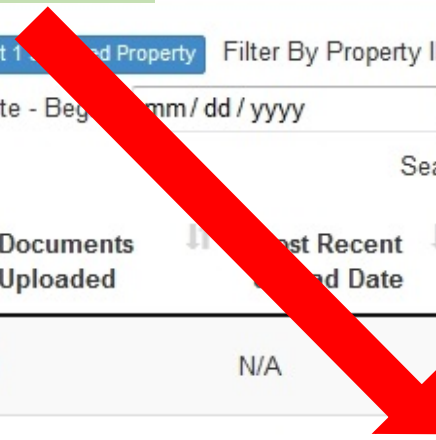
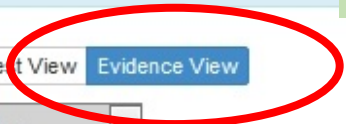
Select Columns... Filter By Hearing Date - Begin: End:

Show 100 entries Search:

Property ID	Property Address	Appraised Value	Protest ID	Year	Most Recent CAD Doc Date	CAD Documents	Documents Uploaded	Most Recent CAD Doc Date	Upload	Property Search
<input type="checkbox"/> 326017	315 S 26TH ST WACO, TX 76710	\$2,053,900	Pending				0	N/A	Not Eligible	Details
<input checked="" type="checkbox"/> 326017	315 S 26TH ST WACO, TX 76710	\$2,053,900	396					N/A	Upload	Details

Showing 1 to 2 of 2 entries Previous 1 Next

Click on Evidence View to be able to upload your evidence



WITHDRAW PROTEST

Protest Summary

Protest List 1 EFile

Custom View Protest View Evidence View

Select Columns... Filter By Property ID List:

Show 100 entries Filter By Hearing Date - Begin: End: Search:

Settle Selected Properties Withdraw Selected Properties Export Results for Selected Properties

Property ID	Property Address	Protest ID	Year	Protest Status	Schedule Hearing	Hearing Date	Hearing Location	Beginning Value	Opinion Of Value	Final Value	Settlement Offer?	Offer Amount	Withdraw	Property Search
150009	101 E CHAPMAN RD HEWITT, TX 76643	5421	2018	EPH-RESCH (E-file Protest Hearing Rescheduled)	Rescheduled	06/18/2018 03:15 PM	MCLENNAN COUNTY APPRAISAL DISTRICT	\$232,330	\$224,500	N/A	Under Review	N/A	Withdraw	Details

Showing 1 to 1 of 1 entries Previous 1 Next

- **Do not** withdraw a protest with the intent of resubmitting a new protest.
- Once you withdraw a protest you will have to file a new paper protest **IF** the deadline has not passed.
- If you no longer wish to protest after reviewing our evidence or for any other reason you can withdraw but you may lose the right argue for this tax year

Withdraw Protest(s)

You must first complete the following form to finalize your decision to withdraw your protest(s) listed below.

A withdrawal request for the following protest will be submitted.

Withdrawal Summary:

Property ID	Protest ID	Owner Name	Property Address	Beginning Value	Hearing Date	Update Type
[Empty table row]						

Please enter the text displayed in the image box below:



New Image

You have to type in the captcha text to verify you are not accidentally withdrawing

Click the **Withdraw** button to confirm the withdrawal request(s) or select Back to return to your protest summary.

If you still have issues...

- Email efileteam@mclennancad.org
- Call 254-752-9864