

APPLICATION FOR TAX REFUND

Collecting office name	Collecting tax for: (taxing units)
Present mailing address (<i>number and street</i>)	
City, town or post office, state, ZIP code	Phone (<i>area code and number</i>)

To apply for a tax refund, the taxpayer must complete the following.

Step 1: Owner's name and address	Owner's name	
	Present mailing address (<i>number and street</i>)	
	City, town or post office, state, ZIP code	Phone (<i>area code and number</i>)

Step 2: Describe the property	Legal description (<i>or attach copy of the tax bill or tax receipt</i>): _____	
	Address or location of property: _____	
	Account number of property: _____	Tax receipt number: _____

Step 3: Give the tax payment information	Name of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
	1. _____	_____	_____/_____/_____	\$ _____	\$ _____
	2. _____	_____	_____/_____/_____	\$ _____	\$ _____
	3. _____	_____	_____/_____/_____	\$ _____	\$ _____
	4. _____	_____	_____/_____/_____	\$ _____	\$ _____
	5. _____	_____	_____/_____/_____	\$ _____	\$ _____
	Taxpayer's reason for refund (<i>attach supporting documentation</i>): _____				

Step 4: Sign the form	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."	
	sign here Signature	Date of application for tax refund
	If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.	

Step 5: Tax refund determination	This tax refund is <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
	sign here Authorized officer	Date
	sign here Collector(s) of taxing unit(s) for refund applications over (<i>insert amount for which governing body approval is required under Section 31.11, Tax Code</i>)	Date