

Harris Central Appraisal District  
13013 Northwest Fwy.  
P. O. Box 922012  
Houston, TX 77292-2012  
(713) 957-7800  
**11.24** (10/2013)



# Application for Historic or Archeological Site

## Property Tax Exemption for \_\_\_\_\_ Year

**GENERAL INSTRUCTIONS:** This application is for use in claiming property tax exemptions pursuant to Tax Code §11.24. You must furnish all information and documentation required by this application.

**APPLICATION DEADLINES:** You must file the completed application with all required documentation between January 1 and no later than April 30 of the year for which you are requesting an exemption.

**ANNUAL APPLICATION REQUIRED:** You must apply for this exemption each year you claim entitlement to the exemption.

### OTHER IMPORTANT INFORMATION

Pursuant to Tax Code §11.45, after considering this application and all relevant information, the chief appraiser may request additional information from you. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

### Step 1: Provide Name and Mailing Address of Property Owner and Identity of Person Preparing Application

Name of Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, ZIP Code \_\_\_\_\_

Phone (area code and number) \_\_\_\_\_

Organization is a (check one):

Individual     Partnership     Corporation     Other (specify): \_\_\_\_\_

Name of Person Preparing this Application \_\_\_\_\_

Title \_\_\_\_\_

Driver's License, Personal I.D. Certificate, or  
Social Security Number\* \_\_\_\_\_

If this application is for an exemption from ad valorem taxation of property owned by a charitable organization with a federal tax identification number, that number may be provided here in lieu of a driver's license number, personal identification certificate number, or social security number: \_\_\_\_\_

\* Unless the applicant is a charitable organization with a federal tax identification number, the applicant's driver's license number, personal identification certificate number, or social security account number is required. Pursuant to Tax Code Section 11.48(a), a driver's license number, personal identification certificate number, or social security account number provided in an application for an exemption filed with a chief appraiser is confidential and not open to public inspection. The information may not be disclosed to anyone other than an employee of the appraisal office who appraises property, except as authorized by Tax Code Section 11.48(b). If the applicant is a charitable organization with a federal tax identification number, the applicant may provide the organization's federal tax identification number in lieu of a driver's license number, personal identification certificate number, or social security account number.

### Step 2. Describe the Property For Which You Are Seeking an Exemption

Address, City, State, ZIP Code \_\_\_\_\_

Legal Description \_\_\_\_\_

HCAD Account Number \_\_\_\_\_

Application for Historic or Archeological Site Property Tax Exemption

**Step 3. List the Taxing Units That Have Granted an Exemption Pursuant to Tax Code Section 11.24 and Attach Supporting Documents**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR EACH TAXING UNIT IDENTIFIED, ATTACH COPIES OF DOCUMENTS REFLECTING OFFICAL ACTION OF THE GOVERNING BODY THAT PROVIDES FOR AN EXEMPTION.**

**Step 4. Identify Official Historical and Archeological Designations and Attach Supporting Documentation**

Has the property been designated as a Recorded Texas Historical Landmark under Chapter 442, Government Code, or a state archeological landmark under Chapter 191, Natural Resources Code, by the Texas Historical Commission? .....  Yes  No

**IF YES, ATTACH COPIES OF DOCUMENTS REFLECTING DESIGNATION.**

Has the property been designated as a historically or archeologically significant site in need of tax relief to encourage its preservation pursuant to an ordinance or other law adopted by the governing body of the unit? .....  Yes  No

**IF YES, ATTACH COPIES OF DOCUMENTS REFLECTING DESIGNATION.**

**Step 5. Read, Sign, and Date**

**By signing this application, you certify that this information is true and correct to the best of your knowledge and belief.**

Signature sign  here	Date
Printed Name	Title

**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.**