



# Application for Property Tax Abatement Exemption for \_\_\_\_\_

Tax Year

This application covers property you owned on January 1 of this year. Be sure to attach any additional documents requested. File this application at the mailing address above. The district is located at 13013 Northwest Freeway, Houston, Texas 77040.

**GENERAL INSTRUCTIONS:** This application is for use in claiming property tax exemptions pursuant to Tax Code Section 11.28. A property owner who has established a tax abatement agreement under Tax Code Chapter 312, Property Redevelopment and Tax Abatement Act, is entitled to exemption from taxation by an incorporated city or town or other taxing unit of all or part of the value of the property as provided by the agreement.

**FILING INSTRUCTIONS:** This document and all supporting documentation must be filed with the appraisal district office at the address listed above. Do not file this document with the Texas Comptroller of Public Accounts.

**APPLICATION DEADLINES:** The completed application and supporting documentation must be filed beginning Jan. 1 and no later than April 30 of the year for which an exemption is requested. For good cause shown, the chief appraiser may extend the deadline for filing the application by written order for a single period not to exceed 60 days.

**ANNUAL APPLICATION REQUIRED:** An application for this exemption must be filed each year. If information has not changed and/or agreement(s) were not modified, copies of the agreement(s) are not required to be attached.

### OTHER IMPORTANT INFORMATION

Pursuant to Tax Code Sec. 11.45, the chief appraiser may request additional information. The additional information must be provided 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.

State the tax year for which you are applying.

\_\_\_\_\_ Tax Year

Did the applicant own the property that is the subject of this application on Jan. 1 of the tax year? .....  Yes  No

### SECTION 1: Property Owner/Applicant

The applicant is the following type of property owner: (check one):

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

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

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

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

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

\_\_\_\_\_  
Email Address\*\*

\_\_\_\_\_  
Mailing Address of Property Owner (if different from the physical address provided above):

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



Application for Property Tax Abatement Exemption

SECTION 5: Abatement(s) Questions

- 1. Is this a continuation of an existing abatement agreement?
2. Are the terms and duration of each taxing unit's agreement different or identical?

If different, please copy this form for each taxing unit and complete section 5 for each unit. In the area where taxing units are listed, please circle the taxing unit being summarized.

If identical, please describe the nature of the abatement agreements for this year by completing the following:

- Lump sum exemption of \$
Percentage exemption of %
Other (Attach a statement describing the method of calculating abatement. Provide dollar value to be exempted this year.)

- 3. Does the agreement abate taxes on personal property?
4. Are you in compliance with the agreement?

If no, attach a statement explaining the reason for noncompliance.

SECTION 6: Additional Required Documentation

The following documents must be included with this application.

- copies of abatement agreements, unless the abatement was previously granted and no changes have occurred and/or the agreement(s) were not modified;
a statement describing the method of calculating the abatement if it is not a lump sum or percentage exemption (provide the dollar amount to be exempted this year); and
a statement explaining the reason for noncompliance if applicant is not in compliance with an abatement agreement.

SECTION 7: Certification and Signature

NOTICE REGARDING PENALTIES FOR MAKING OR FILING AN APPLICATION CONTAINING A FALSE STATEMENT: If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or a state jail felony under Penal Code Section 37.10.

I, \_\_\_\_\_, swear or affirm the following:
Printed Name of Property Owner or Authorized Representative

- 1. that each fact contained in this application is true and correct;
2. that the property described in this application meets the qualifications under Texas law for the exemption claimed; and
3. that I have read and understand the Notice Regarding Penalties for Making or Filing an Application Containing a False Statement.

sign here

Signature of Property Owner or Authorized Representative

Date

\* If the property owner is a company or other legal entity (not an individual), the Federal Tax I.D. Number is to be provided. Disclosure of your social security number (SSN) may be required and is authorized by law for the purpose of tax administration and identification of any individual affected by applicable law.

\*\* An email address of a member of the public could be confidential under Government Code Section 552.137; however, by including the email address on this form, you are affirmatively consenting to its release under the Public Information Act.