



**Leo Vasquez**  
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**APPLICATION FOR PROPERTY TAX REFUND**

<b>Step 1. Identify yourself and the property.</b>  <i>This Application must be complete and must be signed by the taxpayer to be valid.</i>	<b>Account number (7 or 13 digits)</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>										<b>Tax year</b> <input type="text"/> <input type="text"/>	
	<b>Refund requested by:</b> Name <input type="text"/>											
	Address <input type="text"/>											
	City, State, Zip <input type="text"/>											
	Daytime phone #: <input type="text"/>						Email address: <input type="text"/>					
	<b>Description of the property (legal or street address)</b> <input type="text"/>											
<b>Step 2. Who normally pays your property taxes?</b>  <i>This information is needed to assure your refund is made to the proper party.</i>	<b>Please check one of the following:</b>											
	<input type="checkbox"/>		My mortgage company withholds taxes from my monthly payment.									
	<input type="checkbox"/>		I pay my property taxes directly.									
	<b>If you bought or sold this property during the tax year, please complete below:</b>											
	<input type="checkbox"/>		I bought this property during the tax year.								MONTH/YEAR <input type="text"/>	
<input type="checkbox"/>		I sold this property during or after the tax year.								<input type="text"/>		
PLEASE INDICATE NAME OF YOUR MORTGAGE AND/OR TITLE COMPANY <input type="text"/>												
<b>Step 3. Provide the reason for this refund.</b>	<b>Please check one of the following and state reason:</b>											
	<input type="checkbox"/>		Overpaid the account (explain: <input type="text"/> )									
	<input type="checkbox"/>		HCAD exemption or value reduction granted (date of change: <input type="text"/> / <input type="text"/> / <input type="text"/> )									
<input type="checkbox"/>		Paid incorrect account (explain: <input type="text"/> )										
<b>Step 4. Provide payment information.</b>  <i>Attach copies of cancelled checks for all payments you made on this account.</i>	<b>Payment made by</b>		<b>Check No.</b>		<b>Date paid</b>		<b>Amount paid</b>					
	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>					
	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>					
	Total amount paid by mortgage company or others							<input type="text"/>				
	TOTAL AMOUNT PAID (sum of the above amounts)							<input type="text"/>				
	TOTAL PROPERTY TAX OWED							<input type="text"/>				
AMOUNT PAID MINUS AMOUNT OWED							<input type="text"/>					
<b>Step 5. How do you want the refund handled?</b>	<b>Please check one of the following:</b>											
	<input type="checkbox"/>		Mail refund to above mailing address (Step 1)									
	<input type="checkbox"/>		Transfer this payment to account # <input type="text"/> tax year <input type="text"/>									
<input type="checkbox"/>		Reapply this overpayment to several accounts (Please attach a list of accounts)										
<b>Step 6. Sign the form.</b>  <i>Unsigned applications cannot be processed.</i>	By signing below, 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. I understand that any person who makes a false entry upon this record shall be subject to fines and/or imprisonment.											
	SIGNATURE OF TAXPAYER (REQUIRED) <input type="text"/>										DATE <input type="text"/>	