

ANNETTE RAMIREZ

Tax Assessor-Collector & Voter Registrar

## How to Renew your Tax Sale Bidder Registration Online

## Login to Your Account

If you used the Tax Office website to record your original Tax Sale bidder registration information, you can renew your registration in a few easy steps.

- 1. Log on to www.hctax.net.
- 2. Select Property Tax, then Delinquent Property Tax Sales.
- 3. Click on the blue Registration of Bidders bar.
- 4. When the page displays, scroll to the bottom and click on the Log-In button.
- 5. Enter your **User ID** and **password** on the **Login** screen and click Continue
- 6. The **Registrant** tab opens, displaying your **name and address** information.

		Si
Registrant Owner	rinfo	
taxSaleTest1		
TX Driver License	Number 12345678 O Other form of ID	
	Name and Address	
First Name	Megan	
Middle Name		
Last Name	Blanks	
Address	1001 Preston	
Address Cont.		
City	Houston	
State	XT XT	
Zip Code	77210	
Country	USA	
Email	suchita.pant1@tax.hctx.net	
Phone	(713) 274-8027	
Preferred Metho	d of Contact O Email O Phone ® Mail	
	Save and Continue	_

7. Click on

Save and Continue

## **Renew Your Registration**

- 1. Step 1: Click on the Owner Information tab, click on

   Registrant
   Owner Info

   taxSaleTest1
   Add Bidder

   Continue Adding Bidder: MeganB Blanks
   Delete

   Owner Number 31304 | Megan Blanks
   Renew Bidder
- 2. **Step 2:** When your **name and address** information displays, verify the information is correct or make any necessary changes, then click on Save and Continue

Step 1 Step 2	Step 3 Step 4 Step 5
Please verify the information b another selection to continue t	elow. Click [Go Back] to make changes, or choose he registration process.
First Name	Megan
Middle Name	
Last Name	Blanks
Preferred Deed Name 🕧	Megan Blanks
Address	1001 Preston
Address Cont.	
City	Houston
State	ТХ
Zip Code	77210
Country	USA
Email	suchita.pant1@tax.hctx.net
Phone	(713) 274-8027
	Save and Continue
Si	ave and Finish Later

3. **Step 3**: Click **Yes** to verify your **property information** (if any) is correct, add any new properties obtained since you last registered or delete any that are no longer owned. If you do not own any properties, click **No**.

Step 1	Step 2	Step 3	Step 4	Step 5
Do you own a This property property regi	ny property ir 7 may be classi stered in your	1 Harris County? fied as real prop name.	erty or busir	ness personal
		Yes		
		No		
	Sa	we and Finish La	iter	
		Go Back		
				close

4. **Step 4:** Use the **Browse** button to select any file with additional information required to support your registration and click Upload. Then, click Continue.

Step 1	Step 2	Step 3	Step 4	Step 5
		Add Document	5	
ttach and upl s tax payment etters of autho	oad all supporti t receipts, partn prization.	ng documents re ership agreemer	elating to your reg nts, company char	jistration, such ters, and/or
lease note the DF, PNG, TIFF	e document mus F.	t be in one of th	e following forma	ts: GIF, JPEG,
		В	rowse	
Please ass	ign a name or de	escription for th	e document to be	uploaded.
		Upload		
		Continue		
	Sa	we and Finish	Later	
		Go Back		

## 5. **Step 5:** When your completed form appears on the screen, click



Your bidder registration is complete. Please print this form, review and sign the acknowledgment below. Then, submit it to the Tax Office staff at the Will Call station at the next Tax Sale.

Please note this document is required in order to receive the Bidder Card.

All property taxes must be paid before the Bidder Card is issued. If any account is shown with delinquent taxes due, please provide a receipt or proof of payment showing the taxes have been paid. This information is required to complete the bidder registration.

ANN HARRIS BENNETT Tax Assessor-Collector & Voter Registrar www.hctax.net Tax Sale Bidder Registration Under Texas Tax Code 34.011 Regarding Tax Sales Name: Email: Street Address:  Pho Chy.   State:  Zip:   ITDL# or other ID: Name as ik will appear on the deed:	For Official Use N: PRINT CLEAR Re:
Tax Sale Bidder Registration Under Texas Tax Code 34.011 Regarding Tax Sales Imme: Street Address: City:   State:  Zip:   TDL# or other ID: Name as it will appear on the deed:	PRINT CLEAR
Name: Email: Street Address: Pho City:   State:   Zip:   TDL# or other ID: Name as it will appear on the deed:	one:
Street Address: Phi City:   State:   Zip:   TDL# or other ID: Name as it will appear on the deed:	one:
City:   State:  Zip: I TDL# or other ID: Name as it will appear on the deed:	
Name as it will appear on the deed:	
f you are bidding as a representative or agent, list below the name and address of the individual or busi Documentation authorizing you to bid on behalf of said individual or entity is required.	ness represented.
Name Address	
CURRENTLY OWNED PROPERTY: List all property in Hamis County now owned by the purchaser(s). Provi possible. Attach additional Pages or write on the back of this form if needed.	de as much information as
Tax Account Number Property Address/Legal Description	
certify that the prospective owner owes no definquent property taxes to any taxing units within Marris	County, By signing below 1
uther cartify that the information provided on this Tor Sole Bidder Registration form is true and correct hat furnishing take information on this form is a CRIMINAL OFFENSE, and is subject to fines and/or imp teas Penel Code."	. Ladinowledge and understand risonment as provided by the
Printed Name: Title:	
orginature: Date:	-
ou may complete and mail this form to: Harris County Tax-Collector, P.O. Box 3746, Houston, Texas 77	7253-3746.
n person - Hamis County Tax Office, 1001 Preston, Houston TX 77002 mail - taxificespecialtaxenices@htck.net	
Department fax - 713-368-2549	
PT-TSBR www.hctax.net	Rev 10/2024 v3

- 6. Once your registration form has printed, click on the **Close** button at the bottom of the screen.
- 7. When the **Owner Info** screen displays again, click on Sign Out

Don't forget to sign the form and bring it with you to the Tax Sale to complete the renewal process and receive your Bidder Card.

If you have questions or need additional assistance regarding the bidder registration process, please refer to the information available on our **website** or contact us at 713-274-8120.