

Application for Tax Refund of Overpayments or Erroneous Payments



Collection Office Name					
Mailing Address					
City, State, ZIP Code			Phone (area code	Phone (area code and number)	
Collecting Tax For (taxing units)					
GENERAL INSTRUCTIONS: This application is for use in re The refund check will be made payable to the taxpayer and				d Comptroller Rule 9.3039	
To apply for a tax refund, the taxpayer or representative m					
STEP 1: Taxpayer's Name and Address					
Taxpayer's Name					
Mailing Address					
City, State, ZIP Code			Phone (area code	Phone (area code and number)	
STEP 2: Describe the Property					
Property Owner's Name					
Legal Description (or attach copy of the tax bill or tax receipt)					
Address or Location of Property					
Account Number of Property	OR	Tax Receipt Number	ar		
STEP 3: Give the Tax Payment Information		rax ricocipt riams			
	Year for	Date		Amount of	
Name of Taxing Unit From Which Refund is Requested	Which Refund Is Requested	of the Tax Payment	Amount of Taxes Paid	Tax Refund Requested	
1.			\$	\$	
2.			\$	\$	
3.			\$	\$	
4.			\$	\$	
5.			\$	\$	
Taxpayer's Reason for Refund (attach supporting documentati	on)				



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STEP 4: Read, Sign, and Date	
"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 of Taxpayer Applicant	Date
If you make a false statement on this form, you could be found guilty of a Class A misdemeanor Code.	r or a state jail felony under Section 37.10, Penal
FOR COLLECTOR USE ONLY	
STEP 5: Tax Refund Determination	
This tax refund is Approved Disapproved	
sign here	
Authorized Officer	Date
sign here	
Collector(s) of Taxing Unit(s) for Refund Applications Over (insert amount for which governing body approval is required under Section 31.11, Tax Code)	Date