

**WALLER COUNTY APPRAISAL DISTRICT**

PO BOX 887 900 13<sup>TH</sup> Street  
 HEMPSTEAD, TEXAS 77445-0887  
 (979)921-0060 (979)921-0377(FAX)  
 www.waller-cad.org

# REQUEST TO CORRECT NAME OR ADDRESS ON A PROPERTY RECORD

**INSTRUCTIONS:** You may use this form to ask the Waller County Appraisal District to correct the owner's name or the mailing address on an account. After completing the form return with any requested attachments. If you have any questions, please call (979)921-0060. Our office hours are from 8AM to 5PM, Monday – Friday.

Property ID: \_\_\_\_\_

Xref ID: \_\_\_\_\_

## PLEASE PRINT OR TYPE ALL INFORMATION

### TYPE OF REQUEST

Change to a new owner\*

Correct error in existing owner's name

Update or correct owner's mailing address

Update or correct property location address

\*If requesting a change in ownership, attach a copy of deed or other evidence of title, such as a closing statement, to this form.

### Ownership Information

Owner's name:

Mailing Address:

City

State

Zip Code

Daytime Telephone (area code and number)

Evening Telephone (area code and number)

### Property Description

Legal Description:

Purchase Date:

From Whom Purchased:

Property Location Address:

### Additional Information

If you did not purchase entire tract currently shown on Waller County Appraisal District's records, please check here.

**COPY OF DEED MUST BE PROVIDED.**

### Affirmation

I am owner of the property described above and request the Waller County Appraisal District to correct its records to reflect the information listed above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Any person who makes a false entry upon the foregoing record may be subject to one of the following penalties: (1) confinement in jail for a term up to 1 year or a fine not to exceed \$3000 or both such fine and imprisonment; (2) confinement of up to 1 year in a community correctional facility; (3) imprisonment of not more than 10 years and/or a fine of not more than \$10,000 or both such fine and imprisonment as set forth in Section 37.10, Penal Code.