

Montgomery County, et al

Property Tax Refund Application

Tammy J. McRae
 Montgomery County Tax Assessor/Collector
 400 N San Jacinto
 Conroe, Texas 77301
 Phone 936-539-7809

To Apply For A Tax Refund, The Taxpayer Must Complete The Following:

Step 1: Property Owner's Name and Address	Property Owner(s) Name:	Account Number:	
	Present Mailing Address (Number and Street)		
	City, Town or Post Office, State, Zip Code	Phone (Area Code and Number)	
Step 2: Taxpayer Name and Address (Refund Payable To)	Taxpayer Name:		
	Present Mailing Address (Number and Street)		
	City, Town or Post Office, State, Zip Code	Phone (Area Code and Number)	
Step 3: Describe The Property	Legal Description (or attach copy of the tax bill or tax receipt):		
	Address or location of property:		
Step 4: Give the tax payment information (*Supporting Payment Documentation Must Accompany Application. If unable to provide, must complete below affidavit.)	Tax Year:	Date of Payment:	Payment Amount:
	Payment Method:	Check #:	Amount of Refund Applying For:
	Taxpayer's Reason for Refund (attach supporting payment documentation) (*):		
	Step 5: Sign the form		
"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?	Applicant Signature	Date of Application for Tax Refund	
Print Here?	Print Applicant Name		
If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony Texas Penal Code Section 37.10.			
Step 6: Tax Refund Determination (For Office Use Only)	The tax refund is Approved <input type="checkbox"/> Disapproved <input type="checkbox"/>		
	Refund Check #:	Refund Check Amount:	
	Sign Here?	Deputy Submitting Refund Application For Approval	Date:
	Sign Here?	Accounting Manager or Supervisor Approving Payment	Date:
	Sign Here?	Authorized Officer For Governing Body (if over \$2500)	Date:
	Sign Here?	County Auditor Signature (if over \$2500)	Date:

Affidavit

COUNTY OF _____, STATE OF _____

Before me, _____, on this day personally appeared _____, known to me or proved me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and therein expressed. I do hereby affirm that I am the taxpayer (or taxpayer representative) for property tax account # _____. A check in the amount of \$ _____ was issued to Tammy J. McRae - Montgomery County Tax Assessor/Collector with the intent to be credited to account number(s) _____. I do hereby request a refund of above amount. I do not have the original tax receipt for the taxes paid. I hereby agree to indemnify and hold harmless Montgomery County, Texas and/or Montgomery County Tax Assessor-Collector for any loss that may result to either or both because of superior claim to this refund.

Printed Name _____ **Signature** _____

SUBSCRIBED AND SWORN BEFORE ME this _____ day of, _____ 20____.

Notary Public in and for the State of _____