Denton Central Appraisal District
PO Box 2816
Denton, TX 76202-2816
(940)349-3800 or metro (972)434-2602
Fax (940)349-3801

REQUEST TO CORRECT NAME OR ADDRESS ON A REAL PROPERTY ACCOUNT

Account Number: Tax Year:

Instructions

You may use this form to ask the Denton Central Appraisal District to correct the owner's name or the mailing address on a real property account. After completing the form mail or fax back to the Denton Central Appraisal District at the address above. If you wish to hand deliver this form, bring it to 3911 Morse St. Denton, TX 76208.

Please Print or Type All Information

Office Use Only:

1. Type of Request	☐ Change to new owner* ☐ Update or correct owner's mailing address ☐ Correct error in existing owner's name ☐ Update or correct property location address *If requesting a change in ownership, attach copy of deed or other evidence of title to this form.
2. Ownership Information	Owner's Name Current Mailing Address City, State & Zip Code Daytime Telephone (area code and number) / Evening Telephone (area code and number)
3. Property Description	Legal Description (Include Acreage or Square Footage) Property Location Address City, State, Zip Code Date of Purchase / From Whom Purchased
4. Property Split	☐ If you did not purchase entire tract currently shown on DCAD records, please check here. **COPY OF DEED MUST BE PROVIDED.**
5. Signature	I am owner of the property described above and request the Denton Central Appraisal District to correct it 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 $3,000 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.