

THE CITY OF EL PASO CONSOLIDATED TAX OFFICE
 221 N. Kansas, Suite 300
 El Paso, Texas 79901
 Phone (915) 212-0106, Fax (915) 212-0108, Email: taxforms@elpasotexas.gov

APPLICATION FOR TAX REFUND

The Consolidated Tax Office collects property taxes for all eligible property taxing entities within El Paso County.

APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION:

| | | | | | |
|---|--------------------|---|-----------------------|--|--|
| Refund To: | | Phone: HOME: WORK: | | Property ID# (One application per account) | |
| Address (mail refund to :) | | Property Address: And/or Legal Description: | | | |
| Tax year requested: | Date payment made: | Check No. & Date, if known: | Amount of taxes paid: | Amount of refund requested: | |
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| TOTAL AMOUNT (sum of the above amounts) | | | | | |

(City Council approval required if over \$2,500)

REQUIRED: Copy of original receipt, front & back of negotiated check, OR
 bank statement showing item cleared (both the bank & taxpayer name must appear)

REASON FOR OVERPAYMENT: _____

"I certify that information given to obtain this refund is true and correct."

Requestor signature: _____ Date: _____

Printed name: _____ Title: _____

Any person knowingly submitting false entries is subject to: (1) Imprisonment of 2 to 10 years, or \$5,000 fine, or both.
 (2) Imprisonment up to one year, or fine not over \$2,000, or both. (Sec 37.10 Penal Code) An application for a refund must be made within 3 years after
 the date of the payment or the taxpayer waives the right to the refund (Sec 31.11 (c)).

TAX OFFICE Entry: () REFUND APPROVED

Tax Office Approval: _____ Date: _____

_____ Date: _____

(Placed on City Council Agenda over \$2,500)

- () DISAPPROVED () Returned to sender () See below/attached
 () Required documentation (Tax receipt, Canceled Check, Bank Statement, or Other) not submitted.
 () Record of overpayment not found on this property.
 () Property not found as identified, resubmit after correction.
 () Other: _____

