ANN HARRIS BENNETT

Tax Assessor-Collector & Voter Registrar

Tax Certificate Request Form

(for Platting/Construction/Property Transfer Purposes)

Name of Company:	**Date of Request:**
Contact Person:	**Contact Phone:**

ACCOUNT NUMBER, PROPERTY ADDRESS OR LEGAL DESCRIPTION

*Please complete the information below, indicating **each account** for which a Tax Certificate is requested.*

1.	**9.**
2.	**10.**
3.	**11.**
4.	**12.**
5.	**13.**
6.	**14.**
7.	**15.**
8.	**16.**

Fax your request to **713-368-2129** or submit it by **mail** to:

Harris County Tax Assessor-Collector
P.O. Box 4663
Houston, Texas 77210-4663
Attn: Customer Service

Payment

The fee for each Tax Certificate is **$10.** The certificate will be printed upon receipt of your payment.
Make **checks** payable to: **Ann Harris Bennett, Harris County Tax Assessor-Collector**.
Please do not send cash through the mail.

Processing Time

Your request will be processed in the order in which it was received. Normal processing time, once we receive your request, is **3-5 business days.**

****** OUR OFFICE WILL CONTACT YOU UPON COMPLETION OF PROCESSING ******

Delivery

You may request to have the Tax Certificate mailed to you, or you may pick it up at our main location:

Harris County Tax Assessor-Collector
1001 Preston
Houston, Texas 77002