



3911 Morse Street
 Denton, TX 76208
 Fax (940)349-3801

REQUEST TO CORRECT NAME OR ADDRESS

Account Number: _____

Tax Year: _____

Instructions

You may use this form to request a name correction or change the mailing address on a property account at Denton Central Appraisal District. After completing the form, mail or fax it back to the Denton Central Appraisal District at the address above. If you wish to email this form, email it to customerservice@dentoncad.com

Please Print or Type All Information

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. Owner Information

	Owner's Name _____	
	Telephone (area code and number) _____	Email Address _____
	Old Mailing Address _____	
	Old City, State & Zip Code _____	
	Current Mailing Address _____	
	Current City, State & Zip Code _____	

3. Change Reason

Required if the mailing address differs from the property address and the property is receiving a Homestead Exemption

4. Property Description

Legal Description (Include Acreage or Square Footage) _____	
Property Location Address _____	
City, State, Zip Code _____	
Date of Purchase _____	Seller _____

5. Property Split

If you did not purchase entire tract currently shown on DCAD records, please check here.
COPY OF DEED MUST BE PROVIDED.

6. Signature

I am the owner of the property described above and request the Denton Central Appraisal District to correct it's 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.