

## Report of Decreased Value

**CONFIDENTIAL**

Appraisal District's Name

Phone (area code and number)

Address, City, State, ZIP Code

Are there one or more taxing units located in the county that exempt freeport property under Tax Code Section 11.251? . . . . .  Yes  No

**GENERAL INFORMATION:** Pursuant to Tax Code Section 22.03, this form is used for a property owner, who believes the appraised value of the property decreased during the preceding tax year for any reason other than normal depreciation, to render the property involved and state the nature of the cause of the decrease. This report is confidential and not open to public inspection; disclosure is permitted pursuant to the terms of Tax Code Section 22.27(b).

**FILING INSTRUCTIONS:** This document and all supporting documentation must be filed with the appraisal district office in the county in which the property is taxable. Do not file this document with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

**DEADLINES:** Rendition statements and property report deadlines depend on property type or location. The statements and reports must be delivered to the chief appraiser after Jan. 1 and no later than the deadline indicated below. Allowed extensions also vary by property type or location as referenced below.

Rendition Statements and Reports	Deadlines	Allowed Extension(s)
Property located in an appraisal district in which one or more taxing units exempts freeport property under Tax Code Section 11.251	April 1	<ul style="list-style-type: none"> <li>May 1 upon written request</li> <li>additional 15 days for good cause shown</li> </ul>
Property generally	April 15	<ul style="list-style-type: none"> <li>May 15 upon written request</li> <li>additional 15 days for good cause shown</li> </ul>
Regulated property*	April 30	<ul style="list-style-type: none"> <li>additional 15 days for good cause shown</li> </ul>

\*Property regulated by the Public Utility Commission of Texas, the Railroad Commission of Texas, the Federal Surface Transportation Board or the Federal Energy Regulatory Commission.

**INSPECTION OF PROPERTY:** Tax Code Section 22.07 authorizes the chief appraiser or a representative to enter the premises of a business, trade or profession to inspect the property to determine the existence and market value of tangible personal property used for the production of income and if it has taxable situs.

**REQUEST FOR STATEMENT REGARDING VALUE:** Tax Code Section 22.07 allows the chief appraiser to request (either in writing or by electronic means) that the property owner provide a statement containing supporting information indicating how the value rendered was determined. The property owner must deliver the statement to the chief appraiser (either in writing or by electronic means) not later than 21 days after the date the chief appraiser's request is received. Failure to comply in a timely manner is considered to be a failure to timely render and penalties will be applied.

**PENALTIES:** Failure to timely file a required rendition statement or property report will incur a penalty of 10 percent of the total amount of taxes imposed on the property for that year. An additional penalty will be incurred of 50 percent of the total amount of taxes imposed on the property for the tax year of the statement or report, if a court determines that:

- (1) a person filed a false statement or report with the intent to commit fraud or to evade the tax; or
- (2) for the purpose of affecting the course or outcome of an inspection, investigation, determination, or other proceeding before the appraisal district, a person:
  - altered, destroyed or concealed any record, document or thing;
  - presented to the chief appraiser any altered or fraudulent record, document or thing; or
  - otherwise engages in fraudulent conduct.

State the tax year for which this property is being rendered.

Tax Year

SECTION 1: Property Owner Information

Property Owner's Name

Mailing Address, City, State, ZIP Code

Phone Number (area code and number) Email Address\*

Property owner is (check one):

- Individual Corporation Partnership Trust Association Nonprofit Corporation Other (specify):

SECTION 2: Party Filing Report

Indicate the capacity or status of the party filing this report.

- Property Owner Secured Party Employee of Property Owner Fiduciary Authorized Agent Other Employee of Property Owner On Behalf Of Affiliated Entity of the Property Owner

Name of party (i.e. business name) filing this report Phone (area code and number)

Mailing Address, City, State, ZIP Code

NOTE: Pursuant to Tax Code Section 22.26(b), when a corporation is required to file this report, an officer of the corporation or an employee or agent who has been designated in writing by the board of directors or by an authorized officer to sign in behalf of the corporation must sign the report.

Name of individual authorized to sign this report Title or Position

Phone Number (area code and number) Email Address\*

Complete if applicable.

A secured party filing this report must:

- have the property owner's consent; have a security interest on Jan. 1 in the property which has an historical cost when new of over \$50,000; and meet the filing requirements of Tax Code Section 22.01.

Are all of these requirements met? Yes No

SECTION 3: Property Information and Contact Information

1. Describe the property for which the appraised value decreased during the preceding tax year. Include the property's street address or legal description and the appraisal district account number for this property (if known).

Empty text box for property description.

## SECTION 3: Property Information and Contact Information (continued)

2. Identify each taxing unit in which the property is located: \_\_\_\_\_
3. Explain in detail the nature and cause of the decrease in appraised value as well as how it impacted the property's appraised value. Include the date it is believed that the decrease in appraised value occurred.

4. Property owner's opinion of the market value of the property (optional): \$ \_\_\_\_\_

## SECTION 4: Affirmation and Signature

**NOTICE REGARDING PENALTIES FOR MAKING OR FILING A REPORT CONTAINING A FALSE STATEMENT: If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or a state jail felony under Section 37.10, Penal Code.**

I, \_\_\_\_\_, swear or affirm the following:  
Printed Name of Authorized Individual

1. that the information provided in this report is true and accurate to the best of my knowledge and belief;
2. that I am authorized as required by law to file and sign this report; and
3. that I have read and understand the *Notice Regarding Penalties for Making or Filing a Report Containing a False Statement*.

**NOTE:** If the person filing and signing this report is **not** the property owner, an employee of the property owner, an employee of a property owner signing on behalf of an affiliated entity of the property owner or a secured party as defined by Tax Code Section 22.01, the signature below must be notarized.

**sign  
here** ➔

\_\_\_\_\_  
Signature of Authorized Individual

\_\_\_\_\_  
Date

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas

\* An email address of a member of the public could be confidential under Government Code Section 552.137; however, by including the email address on this form, you are affirmatively consenting to its release under the Public Information Act.

## FOR APPRAISAL DISTRICT USE

Type of property described in the *Report of Decreased Value*:

Real Property     Personal Property     Oil and Gas Property

Name of the appraisal district employee reviewing the Report of Decreased Value and verifying any change in value: \_\_\_\_\_

Date real or personal property was viewed or  
an oil and gas property report was reviewed \_\_\_\_\_

Reviewer's determination of the decrease in appraised value, if any, and the cause and nature of the decrease: