

# EXTENSION REQUEST FOR BUSINESS PERSONAL PROPERTY RENDITION FILING DEADLINE



**Return completed form to:**  
TARRANT APPRAISAL DISTRICT  
BPP EXTENSION REQUEST  
2500 HANDLEY-EDERVILLE ROAD  
FORT WORTH, TEXAS 76118

TAD USE ONLY - RECEIPT STAMP HERE

TAD USE ONLY - BAR CODE HERE

**Please clearly print your return mailing address below and closely review the section titled "1. READ THIS"**

NAME: \_\_\_\_\_  
 ATTN: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY/ST: \_\_\_\_\_  
 ZIP CODE: \_\_\_\_\_

TAD USE ONLY - DETERMINATION HERE

EXTENSION TO  MAY 15<sup>th</sup>  MAY 30<sup>th</sup> IS  GRANTED  DENIED.  
 COMMENTS: \_\_\_\_\_  
 APPRAISER: \_\_\_\_\_ DATE: \_\_\_\_\_ RPEN:

### 1. READ THIS

**TAD does not mail confirmation of granted 30 day extension requests. For most accounts, rendition and extension request filing status can be verified by viewing your account's summary screen at our website ([www.tad.org](http://www.tad.org)), or for all businesses, when in receipt of the property value notice. Taxpayers that opt for instant confirmation may obtain this by filing the 30 day extension electronically. Instructions are available at our website.** Please use a separate form for each account and complete all applicable sections. Deadlines that fall on weekends and legal holidays are extended to the next regular business day. Completed business personal property renditions must be delivered to the chief appraiser after January 1<sup>st</sup> and not later than April 15<sup>th</sup> each year. On timely written request by the property owner, the chief appraiser shall automatically extend a deadline for filing a rendition by 30 days to May 15<sup>th</sup>. If the initial 30 day extension is timely requested, the chief appraiser may further extend the deadline an additional 15 days to May 30<sup>th</sup> upon good cause shown timely, in writing, by the property owner.

### 2. BUSINESS INFORMATION

**A.** Does an eight-digit Tarrant Appraisal District account number already exist for this account?  YES  NO  
 If you answered "YES", go to Step B. If you answered "NO", skip to Step C.

**B.** What is your eight-digit Tarrant Appraisal District account number?          
 If you have completed Step B, please go to Section 3.

**C.** What is the business name? \_\_\_\_\_

**D.** What is the owner's name? \_\_\_\_\_

**E.** What is the mailing address? Street Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**F.** What is the phone number? \_\_\_\_\_

**G.** What is the location address? Street Address \_\_\_\_\_ City \_\_\_\_\_

**H.** What is the business type and square footage occupied? \_\_\_\_\_

### 3. YOUR REQUEST

Please select/complete **one** of the options below then go to Section 4:

I request an automatic 30 day extension to May 15<sup>th</sup> for filing a rendition on the property described in Section 2.

I have previously been granted a 30 day extension to May 15<sup>th</sup> for filing a rendition on the property described in Section 2 and request an additional 15 day extension to May 30<sup>th</sup> for the following **good cause** :

\_\_\_\_\_

\_\_\_\_\_

### 4. SIGNATURE

This form must be signed and dated. By signing this document, you attest that the information contained on it is true and correct to the best of your knowledge and belief and, if applicable, that you are authorized to represent the property owner in this matter.

**sign here** Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Company \_\_\_\_\_ Title \_\_\_\_\_ Phone Number \_\_\_\_\_ TAD Agent Number (if applicable) \_\_\_\_\_