

Freestone Central Appraisal District 218 N Mount Fairfield, TX 75840  <b>FORM 25.25(b)</b>	<b>REQUEST TO CORRECT NAME OR ADDRESS          ON A REAL/PERSONAL PROPERTY ACCOUNT</b>	
	<i>Account (or Parcel) Number:</i>	<i>Tax Year:</i>

**Instructions**  
 You may use this form to ask the Freestone Central Appraisal District to correct the owner's name or the mailing address on a real or personal property account. After completing, please return the form by mail, fax, or in person to the district at 218 N. Mount, Fairfield TX 75840. If you have any questions, please call (903)389-5510.

**Please print or type all information.**

<b>Step 1 Type of Request</b>	<input type="checkbox"/> Change to new owner*	<input type="checkbox"/> Correct error in existing owner's name
	<input type="checkbox"/> Update or correct owner's mailing address	<input type="checkbox"/> Update or correct property location address
<p>* If requesting a change in ownership, attach a copy of the deed or other evidence of title, such as a closing statement to this form.</p>		

<b>Step 2 Ownership Information</b>	<i>New Owner's Name</i>	<i>Previous Owner's Name</i>
	<i>New Mailing Address</i>	<i>Previous Mailing Address</i>
	<i>New City State Zip</i>	<i>Previous City State Zip</i>
	<i>New Telephone (area code and number)</i>	<i>Previous Telephone (area code and number)</i>
	<i>New email address</i>	<i>Previous email address</i>

<b>Step 3 Property Description</b>	<i>Legal Description</i>	<i>Purchase Date (if applicable)</i>
		<i>From Whom Purchased</i>
	<i>Property Location address</i>	<i>Acreage</i>
	<i>City</i>	
	<input type="checkbox"/> If you did not purchase the entire tract currently shown on FCAD records, please check here. <b>You must provide a copy of the deed or title document.</b>	

<b>Step 4 Affirmation</b>	<i>You must attach a copy of a state issued photo identification card (such as a driver's license) to prove your identity before this change can be processed.</i>	
	Signature _____	Date _____
	Printed Name _____	Title _____

**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;**
2. **Confinement of up to 1 year in a community correctional facility; or**
3. **Imprisonment of not more than 10 years and/or a fine of not more than \$10,000 or both as set forth in Section 37,10, Penal Code.**