

# GREGG APPRAISAL DISTRICT

Business Personal Property Department

4367 W. LOOP 281

Longview, TX 75604

## REQUEST FOR EXTENSION OF TIME FOR FILING BPP RENDITION

Ph# (903) 238-8823

Fax # (903) 238-8829

### 1. READ THIS

The rendition filing deadline is April 1<sup>st</sup>. Section 22.28 of the Texas Property Tax Code requires the chief appraiser to impose a 10 percent penalty on businesses that fail to timely render their tangible business personal property used for the production of income. The deadline for filing a business personal property rendition will be extended to May 1<sup>st</sup> if a business owner files a written request no later than April 1<sup>st</sup>. If the initial 30-day extension is timely requested, the chief appraiser may further extend the deadline for an additional 15 days to May 16<sup>th</sup> if requested in writing and if good cause is shown. **Please note that requests for extensions must be submitted by the business owner, the business owner's authorized agent who has a designation form on file with the Gregg Appraisal District, or the owner's attorney.**

**EXTENSION REQUESTS SUBMITTED BY UNAUTHORIZED AGENTS WILL NOT BE APPROVED.**

### 2. BUSINESS INFORMATION

Account Number(s) \_\_\_\_\_

Owner Name: \_\_\_\_\_

Current Mailing Address (number and street) \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Property Location Address: \_\_\_\_\_

### 3. YOUR REQUEST

Please select one of the following options:

- I request an automatic 30-day extension to May 1<sup>st</sup> for filing a rendition on the property described in section 2.
- I have previously been granted a 30-day extension to May 1<sup>st</sup> and request an additional 15-day extension to May 16<sup>th</sup> for the following good cause:

\_\_\_\_\_

### 4. SIGNATURE

This form must be signed and dated. By signing this document, you affirm that the information contained in this document is true and correct to the best of your knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Title: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Tax Agent Company: \_\_\_\_\_ Tax Agent Number: \_\_\_\_\_