

UPSHUR COUNTY APPRAISAL DISTRICT

**NAME OR ADDRESS
CORRECTION**

105 Diamond Loch Road
Gilmer TX 75644

(903)843-3041
(903)843-5764 fax

Tax Year: _____ Parcel Number(s) _____

INSTRUCTIONS: Please complete this form and mail or fax to the Upshur County Appraisal District.

STEP 1 TYPE OF REQUEST	Ownership Change	Mailing Address Change
	Correct error in owner's name	Correct Property Location Address
STEP 2 OWNERSHIP INFORMATION	Owner's Name	
	Mailing Address	City State Zip
	Daytime Phone	Evening Phone
STEP 3 PROPERTY DESCRIPTION	Property Location	
	Legal Description	
	Purchase Date	
	Purchased From	
	Acreage or Square Footage	
STEP 4 DOCUMENTATION	Please provide a copy of the recorded document (deed, will, divorce, etc.) if you are correcting the ownership.	
STEP 5 AFFIRMATION	I am the owner of the property described above and request the Upshur County Appraisal District to correct its records to reflect the information listed above. Signature _____ Date _____	

Any person who makes a false statement could be found guilty of a class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.