

## New Homeowner Checklist

Are you new to Texas? Did you just purchase a home? This checklist contains information that you might not know about the appraisal and property tax process in Texas.

1. When you purchase a property, you need to make sure that a deed showing you as the owner has been filed with the Fort Bend County Clerk. The title company that handled the property sale typically files the deed. Visit the Fort Bend County Clerk's website at [County Clerk | Honorable Laura Richard | Fort Bend County \(fortbendcountytx.gov\)](https://www.fortbendcountytx.gov).
2. Update the address on your driver's license or apply for a Texas driver's license with the Texas Department of Public Safety. Their website is at [Welcome to the Texas Department of Public Safety | Department of Public Safety](https://www.txdps.gov).
3. The Fort Bend Central Appraisal District (FBCAD) receives deeds from the County Clerk at least once a week. FBCAD updates property information to match deeds. It can take up to 6 weeks for this process to be complete. Check your property information at [Fort Bend CAD Property Search \(fbcad.org\)](https://www.fbcad.org), to see if you are listed as the owner of your property. If you are not, please contact FBCAD at 281-344-8623 or [info@fbcad.org](mailto:info@fbcad.org).
4. Check your mailing address and your other property information at [Fort Bend CAD Property Search \(fbcad.org\)](https://www.fbcad.org). If your mailing address is incorrect, please update it at <https://www.fbcad.org/address-change/>. If other property information is incorrect, such as number of beds and bathrooms, square footage, legal description, property address, etc., please email [info@fbcad.org](mailto:info@fbcad.org).

5. Every property in Texas has taxing units associated with it. Taxing units and property taxes exist to provide fund for schools, roads, police, fire protection, and more. You can find your taxing units at [Fort Bend CAD Property Search \(fbcad.org\)](http://fbcad.org). All properties in Texas will have a county and school district as a taxing unit. A property may also have a city, utility district, or other special district for a taxing unit.
6. Property taxes are not all collected by the same agency. You can find what agency collects property taxes for each of your taxing units at [Truth in Taxation – FortBendTax.org](http://TruthinTaxation.com). You will be sent a tax bill for each agency that collects your taxes.
7. Property tax exemptions exclude all or part of a property's value from taxation. You can learn more about exemptions for which you may be eligible at <https://www.fbcad.org/homestead-exemptions/>. The deadline to apply for a lot of exemptions is April 30<sup>th</sup> of the tax year for which you are applying, but there are provisions in the Tax Code for late filed exemption applications. Please apply for every tax year for which you think you are eligible, and FBCAD will approve every tax year allowed by the Tax Code. You can apply for exemptions through our online exemption portal at <https://www.fbcad.org/exemption-application/>. If you have any questions, please contact us 281-344-8623 or email [info@fbcad.org](mailto:info@fbcad.org).
8. Check to see if your property has any agricultural (ag) rollback taxes. If you purchased a property that used to be part of a larger tract that received special agricultural valuation, there may be ag rollback taxes. You can check with your title company or with FBCAD to see if the property you bought was part of a larger tract that received agricultural special

use. Ask your title company who is responsible for paying the rollback taxes.

9. When you purchase a property, you want to make sure you know who is responsible for paying the taxes for the current and previous tax year. Often there are agreements on whether the buyer will pay part or all the taxes. Check your closing paperwork and title policy or contact your title company to find this information.
  
10. If you run a business out of your home, you need to submit a business personal property rendition. The deadline to submit a business personal property rendition is April 30<sup>th</sup> of the tax year for which you are submitting the rendition. You can fill one out electronically and submit it at [Form 50-144 – Fort Bend Central Appraisal District \(fbcad.org\)](https://www.fbcad.org/Form-50-144-Fort-Bend-Central-Appraisal-District). You can learn how to complete a rendition at [BPP – Fort Bend Central Appraisal District \(fbcad.org\)](https://www.fbcad.org/BPP-Fort-Bend-Central-Appraisal-District). Please contact us at 281-344-8623 or [info@fbcad.org](mailto:info@fbcad.org) if you have questions.
  
11. Mark your calendar to check your mailbox for your appraisal notice starting in April. When you receive the appraisal notice, check to see if the exemptions you expect to see are on it. If they are not, please contact us 281-344-8623 or [info@fbcad.org](mailto:info@fbcad.org).
  
12. Review your appraisal notice for your protest deadline. Property owners have the right to protest if they disagree with their property value or any appraisal district actions concerning their property. You must file a protest by the deadline. The protest deadline is May 15<sup>th</sup>, or 30 days after your appraisal notice is mailed, whichever is later.

13. Property tax statements are mailed starting in October every tax year. If you have a mortgage company and they want your tax statement mailed to them, they will need to request it from the Fort Bend County Tax Office and any other tax collection agencies associated with your property. If you or your mortgage have not received your tax statement, please contact the Tax Office at 281-341-710 or [FBCTaxInfo@fortbendcountytexas.gov](mailto:FBCTaxInfo@fortbendcountytexas.gov), and any other tax collection agency associated with your property. The Texas Tax Code states the failure to send or receive a tax bill does not affect the validity of property taxes, penalty or interest, tax payment due dates, tax liens, or any procedures used to collect taxes.
14. When you receive your tax statement, please review it, and contact FBCAD to correct any incorrect information such as owner name, physical address of property, exemptions, values, taxing jurisdictions, etc.
15. Your property taxes are due by January 31<sup>st</sup> of the following year. For example, 2022 taxes are due January 31, 2023. If you have questions about paying your property taxes, penalty and interest for delinquent property taxes, or any other property tax related issue, please contact the Tax Office at 281-341-710 or [FBCTaxInfo@fortbendcountytexas.gov](mailto:FBCTaxInfo@fortbendcountytexas.gov).

### **Contact Information**

Fort Bend Central Appraisal District  
2801 B. F. Terry Blvd., Rosenberg, TX 77471  
Phone: 281-344-8623  
Email: [Info@fbcad.org](mailto:Info@fbcad.org)

Fort Bend County Tax Office

1317 Eugene Heimann Circle, Richmond, TX 77469

Phone: 281-341-3710

Email: [FBCTaxInfo@fortbendcountytexas.gov](mailto:FBCTaxInfo@fortbendcountytexas.gov)