



Request to Split Real Property

Fort Bend Central Appraisal District

2801 B.F. Terry Blvd.
Rosenberg, TX 77471-5600
281.344.8623

General Information: Tax Code section 25.02 allows a property owner to separate identifiable segments of the owner's parcel or tracts of real property into individual appraisal records. The request must be received prior to January 1 of a tax year for which the requested change is to be made. Requests received after January 1 will be processed for future tax year. This subsection does not apply to an appraisal record for a residential property, for an improvement only, or for a property on which a delinquent tax is due. The request must contain a legal description as contained in a deed sufficient to describe the property subject to the request.

Instructions: Complete the form in its entirety, attach any required documentation, and submit the request to Fort Bend Central Appraisal District to the attention of GIS Department at the address above.

Owner Information:

Owner Name _____ Phone Number _____ Email Address _____

Mailing Address _____ City _____ State _____ Zip Code _____

Property Description:

Account Number _____ Legal Description _____

Property Location (Situs) Address _____ City _____ State _____ Zip Code _____

Split Specifications: Provide details on the desired changes

Tax Year Requested _____

Supporting documentation is required to process this request. Include any deed, plat, replat, metes and bounds, or survey associated with your account split request.

Please confirm the following statements are true:

1. There are no delinquent taxes or tax deferrals on the account being requested to split.
2. Property owner understands that if there are mortgages or liens on the properties requested to be split, it is their responsibility to notify the mortgage companies and lien holders involved. Be advised, many mortgage companies will not pay property taxes on split property.
3. Property owner understands this request may change the qualifications for AG special valuation.
4. Property owner must submit an update AG application.
5. Property owner understands any exemptions listed on property will not transfer to new account(s).
6. Property owner must submit an updated exemption application.
7. Property owner understands FBCAD is not required to change accounts back to their original format once the appraisal roll has been certified.
8. Requestor has informed any other property owners of the requested change to the appraisal roll and takes responsibility.

Affirmation:

I affirm I am the owner of the properties described above, the information provided and the statements above are true and accurate. I request the Fort Bend Central Appraisal District to correct its records to reflect the information listed above.

Owner Signature _____ Printed Name _____ Date _____

***The making of a false statement in a governmental record or any person who makes a false entry upon the foregoing record may be subject to penalties and is punishable as provided by Section 37.10 of the Texas Penal Code.**