



Bastrop Central Appraisal District
212 Jackson Street
P.O. Drawer 578
Bastrop, Texas 78602
512-303-1930
brandy@bastropcad.org

**REQUEST FOR
EXTENSION FOR FILING
RENDITION**

**Step 1:
TAX YEAR AND
PROPERTY
IDENTIFICATION**

Tax Year	Property Identification Number		
Business Name			
Business Location			

**Step 2:
OWNER NAME
MAILING
ADDRESS**

Owner			
Mailing Address	City	State	ZIP
Email Address		Daytime Phone Number	

**Step 3:
REQUEST**

THE FILING DEADLINE – Rendition statements and property reports for property located in an appraisal district must be delivered to the chief appraiser not later than **April 15**. On written request by the property owner, the Chief Appraiser shall extend this deadline to **May 15**.

If April 15 or May 15 falls on a weekend or legal holiday, the deadlines are extended to the next regular business day. Chief Appraiser are required to impose a penalty of 10% of the tax liability for failure to file a timely rendition.

Please use this form to ensure timely processing. Your request may be mailed to the Post Office shown above and must be postmarked by the US Postal Service on or before April 15. You may hand deliver to 212 Jackson Street, Bastrop TX 78692 or you may email your request to brandy@bastropcad.org.

The request for extension is automatic if filed on time. You will not receive any notification from this office either granting the extension or confirming receipt of your request. If you require confirmation, you must track receipt of your request via registered/certified mail or email delivery and read receipt, etc.

**Step 4:
ATTEST**

I attest that the information is true and accurate to the best of my knowledge and belief.

Signature _____ Date _____

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

For Office Use Only: Received by: _____ Processed by: _____ Date records updated: _____