

ASSUMED NAME RECORDS

CERTIFICATE OF OWNERSHIP FOR UNINCORPORATED BUSINESS OR PROFESSION

NOTICE: "CERTIFICATES OF OWNERSHIP" ARE VALID ONLY FOR A PERIOD NOT TO EXCEED 10 YEARS FROM THE DATE FILED IN THE COUNTY CLERK'S OFFICE.

(SEE CHAPTER 71 OF THE TEXAS BUSINESS AND COMMERCE CODE FOR OTHER REQUIREMENTS AND ADDITIONAL INFORMATION)

NAME IN WHICH BUSINESS IS, OR IS TO BE, CONDUCTED: \_\_\_\_\_

PHYSICAL ADDRESS OF BUSINESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PERIOD DURING WHICH ASSUMED NAME WILL BE USED (not to exceed 10 years): \_\_\_\_\_

BUSINESS IS TO BE CONDUCTED AS (check one):

- Individual
- General Partnership
- Other (name type): \_\_\_\_\_

CERTIFICATE OF OWNERSHIP	
I/WE, THE UNDERSIGNED, ARE THE OWNER(S) OF THE ABOVE BUSINESS AND MY / OUR NAME(S) AND ADDRESS(ES) GIVEN IS/ARE TRUE AND CORRECT, AND THERE IS/ARE NO OWNERSHIP(S) IN SAID BUSINESS OTHER THAN THOSE LISTED HEREIN BELOW.	
NAME OF OWNERS	
NAME _____	SIGNATURE _____
ADDRESS _____	
NAME _____	SIGNATURE _____
ADDRESS _____	
NAME _____	SIGNATURE _____
ADDRESS _____	

THE STATE OF TEXAS

COUNTY OF ANDERSON

BEFORE ME, THE UNDERSIGNED AUTHORITY, on this day personally appeared

\_\_\_\_\_ known to me to be the person(s) whose name (s) is/are subscribed to the foregoing instrument and acknowledged to me that he is/are the owner(s) of the above-named business and that he signed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on \_\_\_\_\_, \_\_\_\_\_

(seal)

\_\_\_\_\_  
NOTARY PUBLIC IN AND FOR STATE OF TEXAS



## ANDERSON COUNTY APPRAISAL DISTRICT

801 N Perry Street  
Palestine, TX 75801  
P.O. Box 279

Ph: 903-723-2949  
Fax: 903-723-5990  
www.andersoncad.net

Dear Business Owner,

After filing a *Doing Business As* (DBA) with the County Clerk's office, you will receive a letter from the Anderson County Appraisal District requesting information on your new business. Please complete the questionnaire and return it to the Appraisal District. The Appraisal District requires this information to ensure they have the correct owner, mailing address and situs address of your business.

The Appraisal District requires information on your business as outlined in the Texas Property Tax Code, Sec. 22.01:

*A person shall render for taxation all tangible personal property used for the production of income that the person owns or that the person manages and controls as a fiduciary on January 1.*

Furniture and fixtures, machinery and equipment, heavy equipment, computers, inventory held for sale, vehicles, etc. used in your business to produce your income are taxable providing you were in business on the first day of the year.

Once the questionnaire is returned, and it is established you were in business on January 1, your business will be added to the appraisal roll and you will be required to complete a Business Personal Property Rendition, State Form 50-144. This form will be mailed to you, is required annually, and must be returned to the Appraisal District by April 15<sup>th</sup>. As a business owner, it is your responsibility to render your business personal property. Failure to render will result in an estimate of value as compared to other similar businesses.

Also, failure to render or submitting a rendition after the deadline of April 15<sup>th</sup> will cause a penalty to be placed on your account as described in the Texas Property Tax Code, Sec. 22.28:

- a) *Except as otherwise provided by Section 22.30, the chief appraiser shall impose a penalty on a person who fails to timely file a rendition statement or property report required by this chapter in an amount equal to 10 percent of the total amount of taxes imposed on the property for that year by taxing units participating in the appraisal district. The chief appraiser shall deliver by first class mail a notice of the imposition of the penalty to the person.*

Please feel free to contact me with questions or concerns. I can be reached at 903-723-2949 x102 or by email at [khallam@andersoncad.net](mailto:khallam@andersoncad.net).

Thank you,

*Karley Hallam*

Business Personal Property Appraiser