



APPLICATION FOR TAX REFUND

Collecting office name Aldine Independant School District			Collecting tax for: (taxing units) Aldine ISD Tax Office Fax # : 281-590-6656		
Present mailing address (number and street) 14909 Aldine Westfield Rd					
City, town or post office, state, ZIP code Houston TX 77032			Phone (area code and number) 281-985-6455		
General Instructions: This application is for use in requesting a tax refund pursuant to Tax Code Section 31.11 & 31.111 and Controllor Rule 9.3039. The refund check will be made payable to the taxpayer and mailed to the taxpayer address provided below. To apply for a tax refund, the taxpayer or representative must complete Steps 1 through 5 and return to our office.					
Step 1:	Taxpayer's Name:				
Taxpayer name and address	Mailing address (number and street):				
	City, State, ZIP code:			Phone (area code and number)	
Step 2:	Property Owner's Name:				
Describe the property	Legal Description (or attach copy of the tax bill or tax receipt):				
	Address or location of property:				
	Account number of property:				
Step 3:					
Give the tax payment information	Name Of Taxing Unit From Which Refund is Requested	Year For Which Refund Is Requested	Date Of The Tax Payment	Amount Of Taxes Paid	Amount Of Tax Refund Requested
	1. Aldine ISD			\$	\$
	2. _____		/	\$	\$
	3. _____		/	\$	\$
	4. _____		/	\$	\$
	5. _____		/	\$	\$
	Taxpayer's reason for refund (attach supporting documentation):				
Overpayment Refunds over \$500.00 will require Board of Trustees approval. \$					
Step 4:					
Handling of Tax Refund	Please check & initial one of the options to the right:	Mail refund as indicated in step 1 above ☐ _____(initials)	Transfer the refund to account _____ for tax year _____(excluding new or current year) ☐ _____(initials)	Reapply refund to several accounts (please attach a list of accounts) ☐ _____(initials)	
Step 5:	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct to the best of my knowledge and belief."				
Sign the form	Sign here Print name Date				
	Any person who makes a false entry upon the foregoing record shall be subject to one of the following penalties: 1. Imprisonment of not more than 10 years nor less than 2 years and/or a fine of not more than \$5,000 or both such fine and imprisonment; 2. Confinement in jail for a term up to 1 year or a fine not to exceed \$2,000 or both such fine and imprisonment as set forth in Section 37.10, Penal Code.				